

CITY OF LADUE



DRAFT BUDGET

FOR THE FISCAL YEAR
JANUARY 1 - DECEMBER 31, 2020

FINANCE COMMITTEE
DECEMBER 11, 2019

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TABLE OF CONTENTS

BUDGET MESSAGE	1 – 2
NOTICE OF PUBLIC HEARING	3
INTRODUCTION	
Principal Officials.....	4
Organizational Chart	5
History of Ladue.....	6 – 7
Budget User’s Guide	8 – 9
SUMMARY	
Fund Summary	10 – 17
Combining Statements of Revenues and Expenditures and Fund Balance	18
Combined Statements of Revenues and Expenditures and Fund Balance	19 – 24
FISCAL POLICIES	
Fiscal Policies.....	25 – 30
Summary of Significant Accounting Policies	30 – 32
Summary of Significant Budgetary Procedures	32 – 35
REVENUE NARRATIVE.....	36 – 44
GENERAL FUND	
Revenue Comparison	45 – 46
Revenue Detail by Source	47 – 48
Summary of Expenditures by Type and Department	49
Consolidated Expenditures (Comparison).....	50 – 52
Administration Department	
Administration Department Personnel Summary and Description.....	53
Administration Budget Summary	54
Administration Department Expenditures (Comparison)	55 – 56
Administration Department Expenditures (Detail).....	57 – 61
Police Department	
Police Department Personnel Summary and Description	62
Police Budget Summary	63
Police Department Expenditures (Comparison)	64 – 65
Police Department Expenditures (Detail)	66 – 70
Fire Department	
Fire Department Personnel Summary and Description	71
Fire Budget Summary	72
Fire Department Expenditures (Comparison).....	73 – 74
Fire Department Expenditures (Detail).....	75 – 80

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Department of Public Works

Department of Public Works Personnel Summary and Description.....	81
Department of Public Works Budget Summary	82
Department of Public Works Expenditures (Comparison)	83 – 84
Department of Public Works Expenditures (Detail)	85 – 88

Building Department

Building Department Personnel Summary and Description	89
Building Budget Summary	90
Building Department Expenditures (Comparison)	91 – 92
Building Department Expenditures (Detail)	93 – 96

Finance Department

Finance Department Personnel Summary and Description	97
Finance Budget Summary	98
Finance Department Expenditures (Comparison)	99
Finance Department Expenditures (Detail)	100 – 102

Municipal Court

Municipal Court Personnel Summary and Description	103
Municipal Court Budget Summary	104
Municipal Court Expenditures (Comparison)	105
Municipal Court Expenditures (Detail)	106 – 107

ROAD AND BRIDGE FUND

Revenue Detail by Source	108
Expenditures by Type	108 – 109

CAPITAL IMPROVEMENT FUND

Revenue Detail by Source	110
Expenditures by Type	110 – 111
Capital Descriptions and Photos	112 – 135

STORM WATER FUND

Revenue Detail by Source	136
Expenditures by Type	136

PUBLIC SAFETY FUND

Revenue Detail by Source	137
Expenditures by Type	137

APPENDIX

Department Statistical Data	138
Miscellaneous Statistical Data	139
Summary of Full-Time Equivalents	140
Glossary of Terms	141 – 143

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**BUDGET MESSAGE TO
THE HONORABLE MAYOR AND CITY COUNCIL
City of Ladue
Ladue, MO**

December 16, 2019

Mayor Spewak and City Council:

Submitted for your consideration is the Annual Budget for the City of Ladue for the Fiscal Year 2020. This transmittal letter is intended to provide a general summary of the overall financial condition of the City. This budget is prepared in accordance with requirements of Missouri Revised Statutes. The annual operating budget reflects the City's operating goals in the next fiscal year.

Budget Philosophy

The annual budget document for the City of Ladue acts as the City's most important financial tool to establish goals for the upcoming fiscal year. It serves as a guide for the City staff as they carry out initiatives set forth by the City Council each year, providing a baseline for monitoring and controlling spending. The City reviews current financial conditions on an ongoing basis and anticipates how projected revenues and expenditures in the budget will affect the City's overall financial position. City departments will be vigilant during the course of the fiscal year to maximize our revenues and to ensure funds are being spent in the most efficient way possible.

It is also important to recognize the budget is a tool used by the elected and appointed officials of the City. It offers a "snap-shot" view of a single year of revenues and expenditures and therefore cannot be used to determine the overall financial health of the City. Although it is extremely valuable in the planning process, by its nature, it is unable to account for unforeseen occurrences and related expenses that may occur each year. Likewise, as the City calls for the maximization of revenues and efficient use of resources, this document can only provide direction and assumptions based on past experiences and professional estimates. Therefore, a more accurate account of the City's financial well-being lies in how the City manages its financial situation from fiscal year to fiscal year and is able to adjust when occurrences inside or outside of the organization call for change.

City management has historically taken a conservative approach with respect to projecting revenues and establishing expenditures for the annual budget. You will find that we continue this practice with the Fiscal Year 2020 Budget.

The budget is presented in a number of sections. The introductory section following this letter contains a reader's guide to the Budget, summary of fiscal policies, specific information regarding budgetary procedures and the budget calendar. The fund summaries section contains an overview of anticipated revenues and expenditures for each. The revenue narrative section explains our major sources of revenue and provides five years of collection data. The seven departmental budgets make up much of the detail, and there is a glossary of terms and supplemental information in the appendix.

Factors impacting FY 2020 Budgeting

New additions to the budget this year include:

- Combining and Combined Statements of Revenues and Expenditures.
- Fund Summary
- Revenue Narrative.
- Department descriptions and personnel summaries.
- Department expenditure summaries.
- Capital descriptions with photos.
- Department Statistical Information
- Consolidated Personnel Summary

We believe the new additions allow the City Council and citizens to be better informed as we investigate and face these opportunities and challenges.

Across all funds, in FY 2020, revenues are budgeted at \$15,736,421 and expenditures are budgeted at \$23,577,228 compared to revenues of \$15,445,162 and expenditures of \$19,378,33 in 2019. The increase in expenditures is largely attributed to planned Storm Water projects totaling \$3,161,111. These Storm Water expenditures reflect project costs identified in the Storm Water Five-Year Implementation Plan adopted by the City Council on July 15, 2019. The City Council also approved the Fund Balance policy in 2018 to act as a guide to determine the financial position of the City. The General Fund currently has a healthy fund balance and the Mayor, City Council, City management and the Finance Committee will continue to monitor the City's financial health and provide long-term financial planning. We will continue to search for ways to reduce expenses, while striving to provide high quality services to the residents of Ladue. Financial sustainability is only achieved through detailed planning and looking toward the future to identify new opportunities and challenges.

The cost of providing services continues to rise and revenues are not increasing at the same pace. The City continues to struggle with lowered utility rates, low interest rates on investments, the abandonment of telephone land lines, internet shopping, and the installation of energy efficient systems. At the same time, personnel costs, insurance costs and inflation costs continue to increase year-to-year.

Acknowledgements

Budget development is a huge undertaking for city staff and council members. In addition, department heads and support staff spend significant amounts of time and resources in preparing accurate documents. Therefore, a special thanks to city staff for their help during this process as changes are monitored and last-minute adjustments are made. This is notwithstanding the time and effort that goes into the process by City Council members and all other members of the public to attend meetings and voice their opinions on issues.

Respectively submitted,

Sam Zes
Finance Director

**CITY OF LADUE
NOTICE OF PUBLIC HEARING
PROPOSED BUDGET FOR FISCAL YEAR ENDING DECEMBER 31, 2020**

A Public Hearing on a proposed budget for the fiscal year beginning January 1, 2020, and ending December 31, 2020 will be held before the Ladue City Council at 4:00 p.m. on December 16, 2019, at the City Hall, 9345 Clayton Road, Ladue, Missouri. Citizens attending the Public Hearing shall have the right to provide written and oral comments and to ask questions concerning the entire budget.

ITEM	GENERAL FUND	RD & BRDG FUND	CAP IMP FUND	STRM WTR FUND	PUBLIC SAFETY FUND	TOTAL
PROJECTED FUND BALANCE 12/31/19	\$11,539,631	\$2,287,372	\$1,304,781	\$9,511,419	\$362,447	\$25,005,650
REVENUE						
TAXES	10,200,530		956,587	1,137,359	445,800	\$12,740,276
LICENSES & PERMITS	760,400	36,000				\$796,400
INTERGOVERNMENTAL	84,786	915,664				\$1,000,450
CHARGES FOR SERVICES	551,000					\$551,000
FINES & FORFEITS	105,000					\$105,000
INTEREST	226,000	18,180	22,664	146,450	3,000	\$416,294
MISCELLANEOUS AND GRANTS	127,000					\$127,000
TOTAL REVENUE	\$12,054,716	\$969,844	\$979,251	\$1,283,809	\$448,800	\$15,736,421
INTERFUND TRANSFERS*						
ROAD & BRIDGE/STORM WATER	\$656,393	(\$487,613)		(168,780)		\$0
PUBLIC SAFETY FUND	\$220,000		\$200,000		(420,000)	\$0
EXPENDITURES						
ADMINISTRATIVE	853,328		70,600			\$923,928
POLICE	5,073,476		313,200			\$5,386,676
FIRE	5,758,243		325,791			\$6,084,034
PUBLIC WORKS	1,744,017		396,363			\$2,140,380
BUILDING	780,717		65,150			\$845,867
FINANCE	344,588		112,000			\$456,588
COURT	129,606					\$129,606
STORM WATER				5,842,290		\$5,842,290
ROAD & BRIDGE		1,315,843				\$1,315,843
DEBT SERVICE			452,017			\$452,017
TOTAL EXPENDITURES	\$14,683,975	\$1,315,843	\$1,735,121	\$5,842,290	\$0	\$23,577,228
OPERATING SURPLUS (DEFICIT)	(1,752,866)	(833,611)	(555,870)	(4,727,261)	28,800	(\$7,840,808)
NET FUND ACTIVITY FOR 2020	(\$1,752,866)	(\$833,611)	(\$555,870)	(\$4,727,261)	\$28,800	(\$7,840,808)
PROJECTED FUND BALANCE 2020	\$9,786,765	\$1,453,761	\$748,911	\$4,784,158	\$391,247	\$17,164,843
TOTAL EST. RESERVES 12/31/2020	\$9,786,765	\$1,453,761	\$748,911	\$4,784,158	\$391,247	\$17,164,843

*Inter-fund Transfers are evaluated in a detailed worksheet documenting department activity. A copy of the worksheet is available by calling city hall.

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INTRODUCTION

CITY OF LADUE

PRINCIPAL OFFICIALS

MAYOR

Nancy Spewak

COUNCIL MEMBERS

John Howell Ward 1

Stacey Kamps Ward 1

Patrick Hensley Ward 2

John Fox Ward 2

William Brennan Ward 3

Hal Burroughs Ward 3

CITY CLERK

Laura Rider

POLICE CHIEF

Ken Andreski

FIRE CHIEF

Steve Lynn

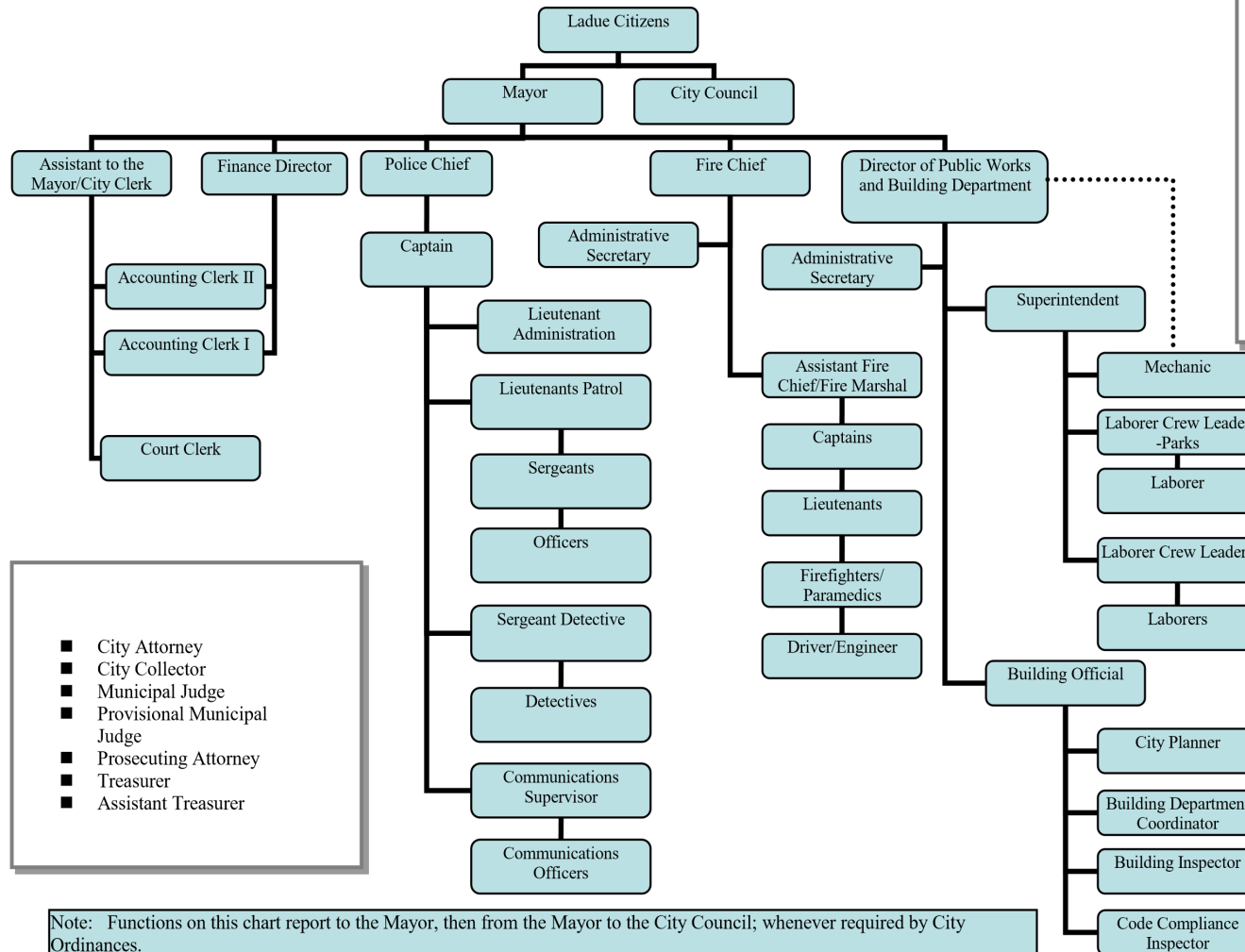
PUBLIC WORKS DIRECTOR

Anne Lamitola

FINANCE DIRECTOR

Sam Zes

City of Ladue



THE HISTORY OF THE CITY OF LADUE

By: A. Charles Hiemenz III

Established as a fourth-class city in 1936, the City of Ladue today has a population of 8,521 residents (per the 2010 census) living in an area comprised of 8.4 square miles. The City operates with an annual budget of just over \$14 million and a staff of 91 (including 32 Police, 33 Fire/EMS, 14 Public Works, 6 Building Department and 6 Administrative). In addition, the residents of Ladue enjoy the services and products from over 245 businesses operating within the City boundaries.

The City of Ladue has a rich history from the early 1700's when the Osage and Missouri Indian tribes lived on the land combining hunting, gathering and agriculture to sustain themselves. The area first became a territory of the United States through the Louisiana Purchase in 1803. The land began to be developed in the early 1800's; the result of being divided up by Spanish Land Grants deeded to early St. Louis settlers. These early Ladue inhabitants used the land for farming given the rich soil from the many creeks, streams and tributaries in the area.

HOMES AND BUSINESSES CROP UP

Over time the land was recast into tracts with farms, homes and businesses beginning to “crop up” in the area. Clayton Road (1830) was the first public road established in the current Ladue, followed by McKnight Road (1853), Warson and Lay Roads (1856) and Ladue Road (1860).

Ladue Road was laid out and named for Peter Albert LaDue (LaDue means sweet water), a prosperous lawyer and banker whose office was in the City of St. Louis on Second Street and whose town house was on 14th Street. LaDue also owned several farms out in the country. Following the custom then prevailing of naming roads for the prominent families who lived along them, Ladue Road was named in recognition of the farm property owned by Peter A. LaDue in the area from the corner of what is now Ladue and Warson Roads and east, including areas that are currently occupied by the St. Louis Country Club and the surrounding homes abutting Ladue Road.

In the early part of the 20th century, automobiles began replacing horses and wagons as the primary mode of transportation. As automobiles began to bring mass transportation and better roadways, the Ladue area began to evolve from a farming community into a residential community. Once a number of people had moved into the area, villages were established in order to provide law and order. In the late 1920's the villages of McKnight, Ladue and Deer Creek were established. Although these three villages used Ladue's fire department, each one had their own police, zoning and other ordinances.

THREE VILLAGES BECOME ONE CITY

In 1936 the residents and elected officials of these three villages recognized that they would have many more advantages by merging and incorporating themselves into a fourth-class city. On December 1, 1936 the residents of the three villages voted to merge, and the City of Ladue

(named for the largest of the three villages) was established. A short time later Dwyer Village (established in 1869 by a man the name of T.T. Dwyer) became a part of the newly established City of Ladue.

Also, in the early part of the 20th century the game of golf was spreading across the nation. The open rolling topography and the rich soil in Ladue provided ideal conditions for the development of golf courses in the area. The first golf course to be opened in the current City of Ladue was the Log Cabin Club (1899), followed by the Bogey Club (1910), the St. Louis Country Club (1914) and Old Warson Country Club (1955). To be closer to their clubs, many affluent residents in the St. Louis region began purchasing farm land in Ladue and built spacious elegant homes. These homes were designed in traditional Colonial and Tudor styles, with plenty of green spaces.

Fine private schools and later a high ranking public school system of neighborhood schools were established, including a number of high schools – John Burroughs (founded in 1923), Mary Institute (founded in 1859, relocated to Ladue in 1930), St. Louis Country Day School (founded in 1917, relocated to Ladue in 1958) and Ladue Horton Watkins High School (opened in 1951).

THE VISION BECOMES A REALITY

By the time the headquarters branch of the St. Louis County Library had opened in Ladue on Lindbergh Blvd. (1959), the City of Ladue had come to be recognized as an upscale and quiet residential community just west of the St. Louis County Government Center seat in Clayton. Ladue had become everything renowned Urban Planner Harland Bartholomew imagined when he presented a Preliminary Comprehensive Plan to the Ladue City Council in accordance with his agreement dated June 30, 1937.

Ladue residents today still enjoy the aesthetics emphasized in Bartholomew's original Comprehensive Plan: "Rolling topography ... Spacious character ... Winding streams and gentle sloping highlands ... Country like character". Bartholomew also stated that "It should be recognized that cities are judged more by their character or quality than by their size".

As the land of the current City of Ladue evolved over four centuries from hunting, to farming, to upscale residential the vision of City Planner Harland Bartholomew continues to define the City of Ladue.

SOURCES:

The St. Louis Story – Mcune Gill
Golfing Before the Arch – Jim Healey
The Lost Ladue – Lynne Orgel
Ladue Found – Charlene Bry
Comprehensive City Plan for the City of Ladue – Harland Bartholomew & Associates
City of Ladue Archives

BUDGET USER'S GUIDE

The FY 2020 Budget document of the City of Ladue, Missouri (the City) is organized into ten sections, as follows:

- Introduction
- Budget Summary
- Fiscal Policies
- Revenue Narrative
- General Fund
- Road & Bridge Fund
- Capital Improvement Fund
- Storm Water Fund
- Public Safety Fund
- Appendix and Glossary

The following is a brief overview of each section.

A. INTRODUCTION

The Introduction begins with the list of Elected City Officials, followed by the City Staff Organizational Chart. The next page, entitled THE CITY OF LADUE, MISSOURI, provides a brief overview of the City and its history.

B. BUDGET SUMMARY

The Budget Summary section is designed to provide the reader with an overview of the City's FY 2020 Budget. The statements or schedules presented in this section are for all budgeted City funds. The City budgets all operating, special revenue and capital improvement funds.

C. FISCAL POLICIES

The Fiscal Policies section defines City policies and objectives designed to promote and provide guidance in maintaining the fiscal health of the City. Specific policies addressed include the following:

- Accounting, Auditing and Financial Reporting Policy
- Revenue Policy
- Operating and Expenditure Policy
- Capital Improvement Policy
- Debt Management Policy
- Internal Control and Risk Management Policy
- Fund Balance Policy

This section also defines other significant policies and procedures of the City including the following:

- Summary of Significant Accounting Policies
- Summary of Significant Budgetary Procedures

D. REVENUE NARRATIVE

The Revenue Narrative section provides comment, insight and background on the significant revenue sources of the City. This section provides a comprehensive discussion of all significant revenues including, the underlying assumptions for the revenue estimates, as well as, revenue trends. These factors are weighed along with historical trends, economic forecasts, regulatory decisions, weather and foreseeable development within the City.

E. GENERAL FUND

The General Fund budget includes detail for each of the following departments and their respective divisions:

- Administration
- Public Safety- Police
- Public Safety- Fire
- Public Works
- Building
- Finance
- Court

F. ROAD AND BRIDGE FUND

The Road and Bridge Fund identifies the revenues and projects incorporated in the FY 2020 Budget.

G. CAPITAL PROJECTS FUNDS

The Capital Improvement Fund identifies the revenues, capital projects and vehicle and equipment expenses for all City departments incorporated in the FY 2020 Budget.

H. STORM WATER FUND

The Storm Water Fund identifies the revenues and projects incorporated in the FY 2020 Budget.

I. PUBLIC SAFETY FUND

The Public Safety Fund identifies the sales tax revenue and transfers incorporated in the FY 2020 Budget to provide for the Police Department and Fire Department needs.

J. APPENDIX

This is the final section of the budget which includes the following information:

- Statistical and Demographic Data
- Glossary

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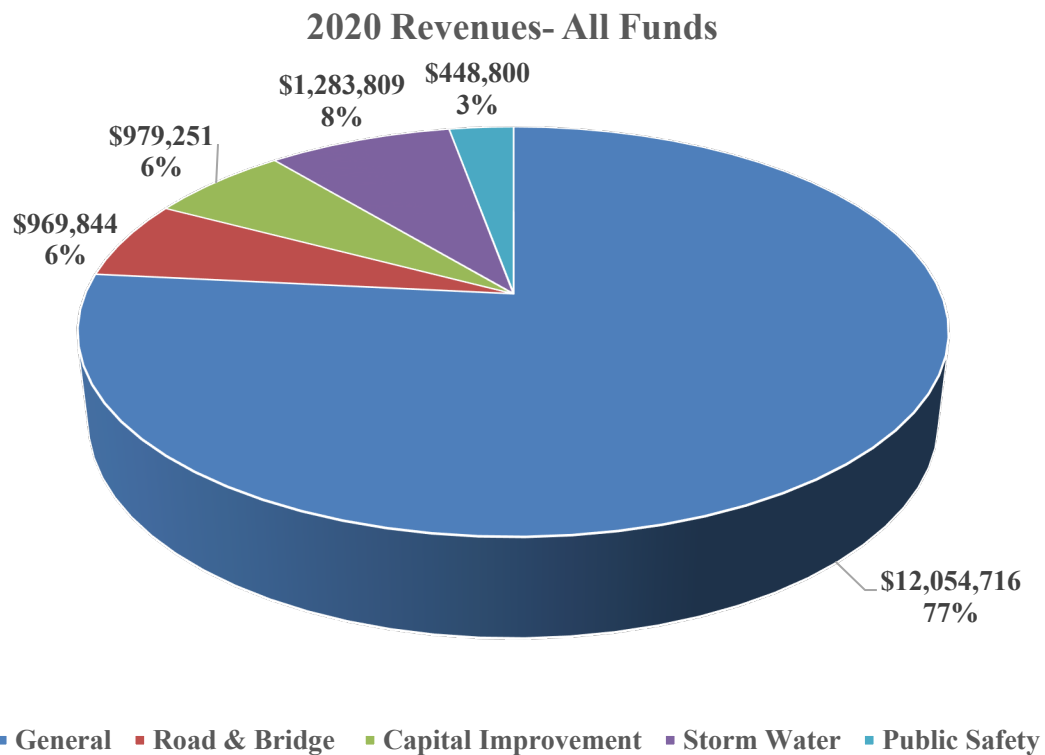
SUMMARY

FUND SUMMARY

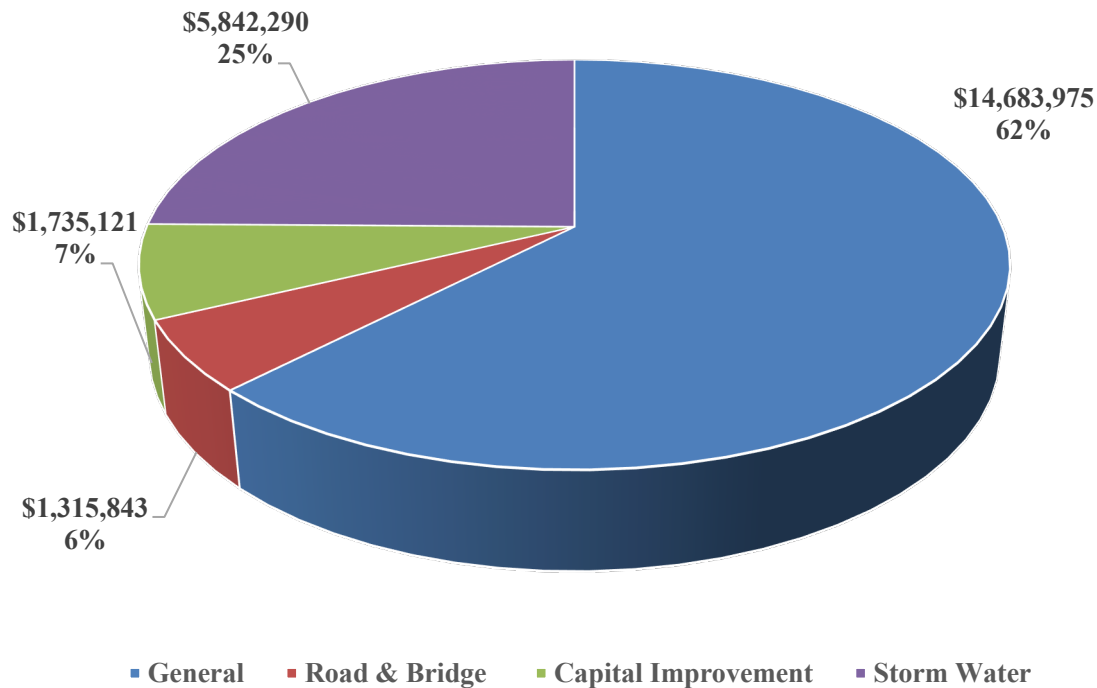
Funds Introduction

The City uses fund accounting for all funds with each fund containing a self-balancing set of accounts. When required, special or restricted revenues or funds held for others are accounted for under a separate fund with all other activities falling into the General Fund. In addition to the General Fund (Fund 01), operating expenditures are also budgeted in the Road & Bridge Fund (Fund 02), the Capital Improvement Fund (Fund 06) and the Stormwater Fund (Fund 07).

Across all funds, revenues, excluding transfers, are projected at \$15,736,421, an increase of 0.68% compared to the 2019 Forecast. Expenditures, excluding transfers, are projected at \$23,577,228 an increase of 39% compared to the 2019 Forecast. This increase is largely attributed to approximately \$5.8 million related to Storm Water projects planned in 2020 as part of the Storm Water Five-Year Implementation Plan adopted by the City Council in 2018. Below is a breakdown of revenues and expenditures by fund:



2020 Expenditures- All Funds



General Fund

I. REVENUES

In general, most revenues are conservatively budgeted for 2020. Total General Fund revenues are projected at \$12,054,716, an increase of 1.94% or \$229,584 compared to the 2019 Forecast.

- 2020 Real Estate and Personal Property taxes are projected to increase by 1.90% of the post-BOE actuals for 2019. Revenue growth is limited by the Hancock amendment. Real Estate and Personal Property taxes account for 38.55% of total General Fund revenues in the 2020 Budget.
- Total utility taxes including electricity, natural gas, water and telephone are projected to remain steady with a slight decrease of 0.06% compared to the 2019 Forecast. Utility taxes account for 19.08% of total General Fund revenues in the 2020 Budget.
- Sales Tax (1 ¼ cent rate) revenue is budgeted with a slight increase of 1.50% from the 2019 Forecast. Sales Taxes account for 17.97% of total General Fund revenues in the 2020 Budget.
- Investment earnings continued to rise in 2019 due to increased interest rates on the City's investments and improved cash flow management. However, in 2020,

lower rates are expected with non-brokered Certificate of Deposit investments from capital markets at Central and PNC banks. Investment earnings are budgeted at \$226,000 with no increase from the 2019 Forecast.

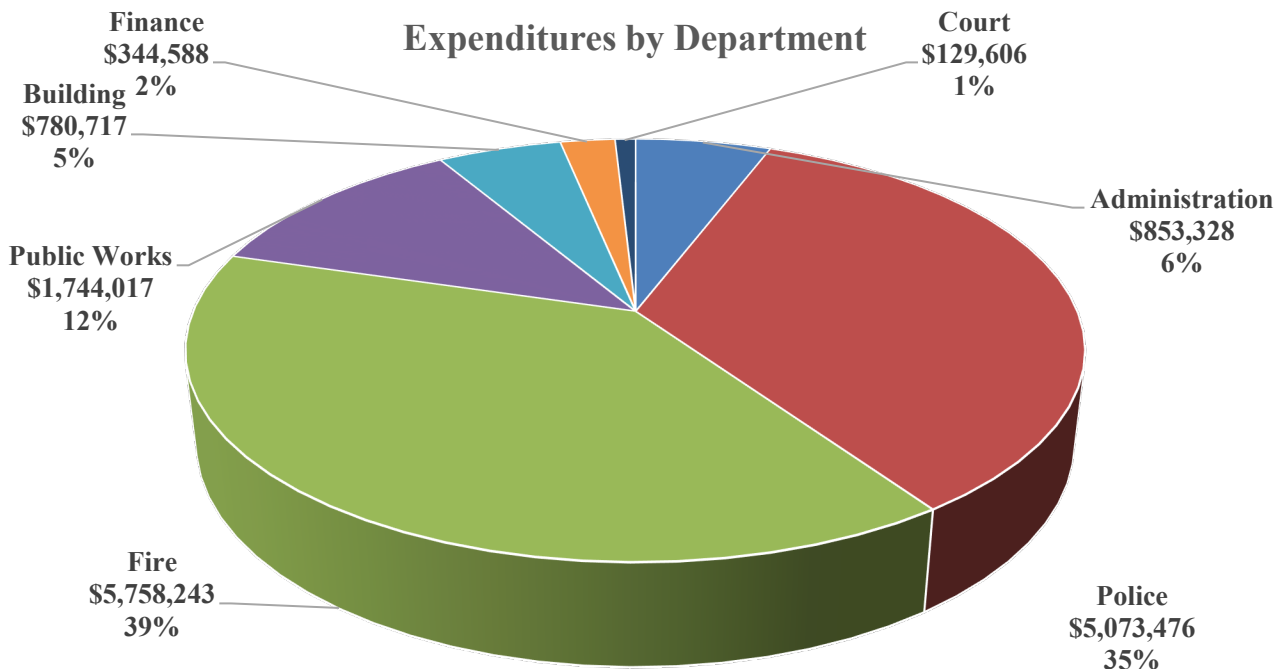
- Inter-fund transfers from the Road/Bridge Fund (\$487,496) and from the Storm Water Fund (\$161,274) reflect an allocation of (General Fund) Public Works department costs incurred on behalf of these Funds. A large percentage of the Storm Water transfer is for two part-time employees dedicated to Storm Water. A detailed analysis of the activity of the Public Works department resulted in these allocations and is available for review.
- The inter-fund transfer from the Public Safety Fund in 2020 reflects an allocation for the personnel, supplies, additional training and education for the Police Department.

II. EXPENDITURES

Total General Fund 2020 budget expenditures of \$14,683,975 represent an overall 9.58% increase from the 2019 Forecast.

- Budgeted personnel expenses reflect an 8.5% increase across all departments due to salary increases and vacant positions being filled. Salaries were increased based on the compensation study performed by CBIZ in 2017 with the adoption of the merit system. The average salary increase across all departments is 2%. Salaries include the effect of the step pay programs for positions in the Police and Fire departments. The increase in total personnel costs is also attributed to increased insurance costs and the addition of one officer in the Police Department.
- Projected increases to employee benefits insurance premiums for 2020 compared to 2019 estimates are as follows: medical 20%, dental insurance 3%, vision insurance: 1%. Workers compensation insurance has an increased budget of 10%.
- Pension (Uniform plan) City contributions are estimated in the 2020 Budget at \$1,937,964.
- Retirement (Non-Uniform plan) City contributions are estimated in the 2020 Budget at \$364,000.
- Property, liability, and vehicle insurance costs combined are budgeted to increase 12.13% in the 2020 Budget compared to the 2019 Forecast.
- Utility costs in the 2020 Budget are expected to increase by 3.30% overall from the 2019 Forecast largely attributed to increased rates.

- Motor fuel prices have been budgeted at \$2.45/gal for unleaded gasoline and \$2.55/gal for diesel with a total budget of \$121,474. This is an increase of 12.94% from the 2019 Forecast.
- Professional fees in the Fire department reflect the third-party contract with Central County Emergency 911 of \$281,372 (\$250,232 in 2019) to provide dispatch of fire and EMS services.



Road & Bridge Fund

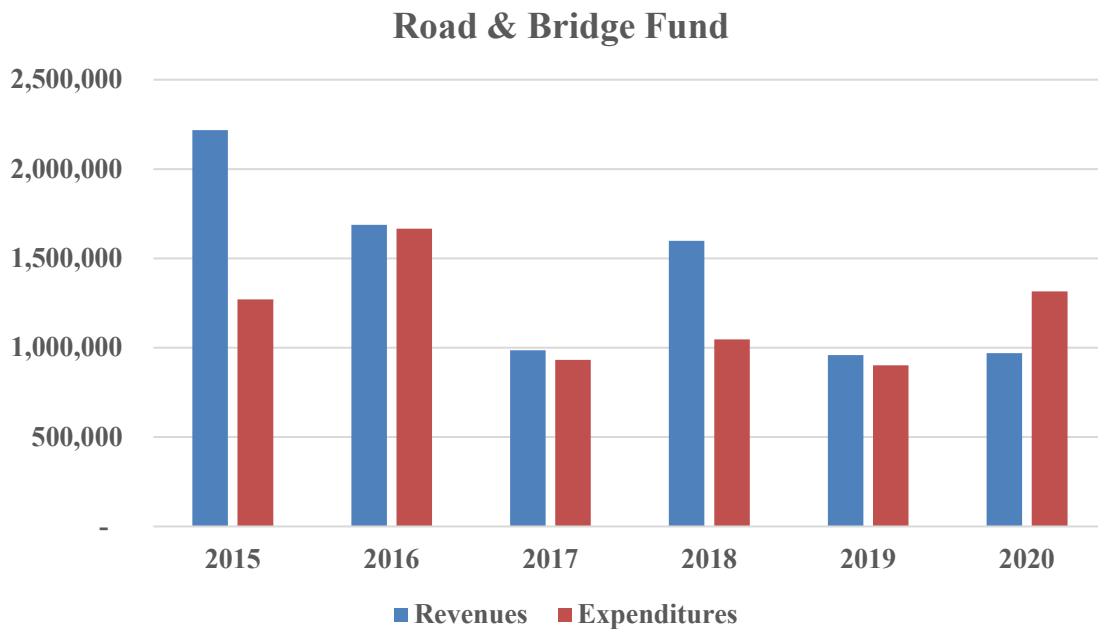
I. Revenues

- County Road Fund tax (\$686,748) is an estimate based on the past few years of actual history and current property assessments. This tax is based on \$.105 per \$100 of assessed valuation.
- All other Road and Bridge fund revenues are estimates based on current or historical trends.

II. Expenditures

- Operational expenses are based on estimates of normal past expenses and usage.

- \$135,929 is budgeted for the Mill and Overlay Program including Gilbert, Kortwright, McKnight and Clayton Road Park Subdivision Alleys.
- \$416,375 is budgeted for the annual microsurfacing program.
- \$285,000 is budgeted for ADA Sidewalk and Ramp Improvements primarily in the Clayton Road Business District.
- The \$487,613 inter-fund transfer to the General Fund represents a thorough yet conservative review of Public Works Department activity associated with the maintenance of City roads and right-of-way areas as expended in the General Fund.



Capital Improvement Fund

I. Revenues

- Sales tax (1/2 cent) revenue of \$956,587 is budgeted 1.76% higher compared to the 2019 Forecast.
- The inter-fund transfer from the Public Safety Fund in 2019 reflects an allocation for vehicle and equipment needs in the Police Department.

II. Expenditures

- Proposed expenditures are submitted by each respective department head, reviewed by the mayor, staff, and finance committee, and submitted for final approval to the City Council. These expenditures are weighed against the

projected revenues and reserve balance of the Fund and long term expected needs. Proposed expenditures in 2020 are \$1,283,104 in addition to \$452,017 for principal and interest payments. The City borrowed \$4,046,016 in 2016 to build the new fire house located at 9213 Clayton Road. Bi-annual payments will be made through March 2026.

Capital items proposed for this budget year include:

Administration/Finance

Technology Upgrades - City Hall Conference Room	\$5,000
City Hall Servers	\$15,000
Roof Repair	\$15,000
Facility Needs Assessment - City Hall/Public Works	\$4,300
City wide computer equipment	\$20,500
Records Management Software/Equipment/Storage	\$25,000
Technology Upgrades - Council Room	\$8,800
Software (Finance) Upgrade	\$112,000

Police

ADA Improvement Project	\$25,000
Changing Equipment on New Cars	\$6,000
Police Vehicles	\$30,000
Vehicle Video Record Equip (1 Server system; 7 Vehicle systems)	\$5,700
Police Building Roof and Gutter Replacement	\$185,000
Speed Trailer and Radar Signage	\$6,500
Virtual Reality Training System	\$55,000

Fire

Apparatus Equip – Nozzle Replacement	\$25,000
Personal Protective Equip - Turn Out Gear	\$20,791
Vehicles – Ambulance	\$280,000

Public Works

Leaf Vac	\$47,075
Kubota Lawn Mower with Trailer	\$27,500
Traffic Analyzer and Data Management Software	\$8,200
Director Vehicle	\$36,750
Superintendent Vehicle	\$36,750
¾ Ton Utility Truck	\$36,750
2 Ton Dump Truck	\$140,000
1 Ton Dump Truck	\$61,838

Building

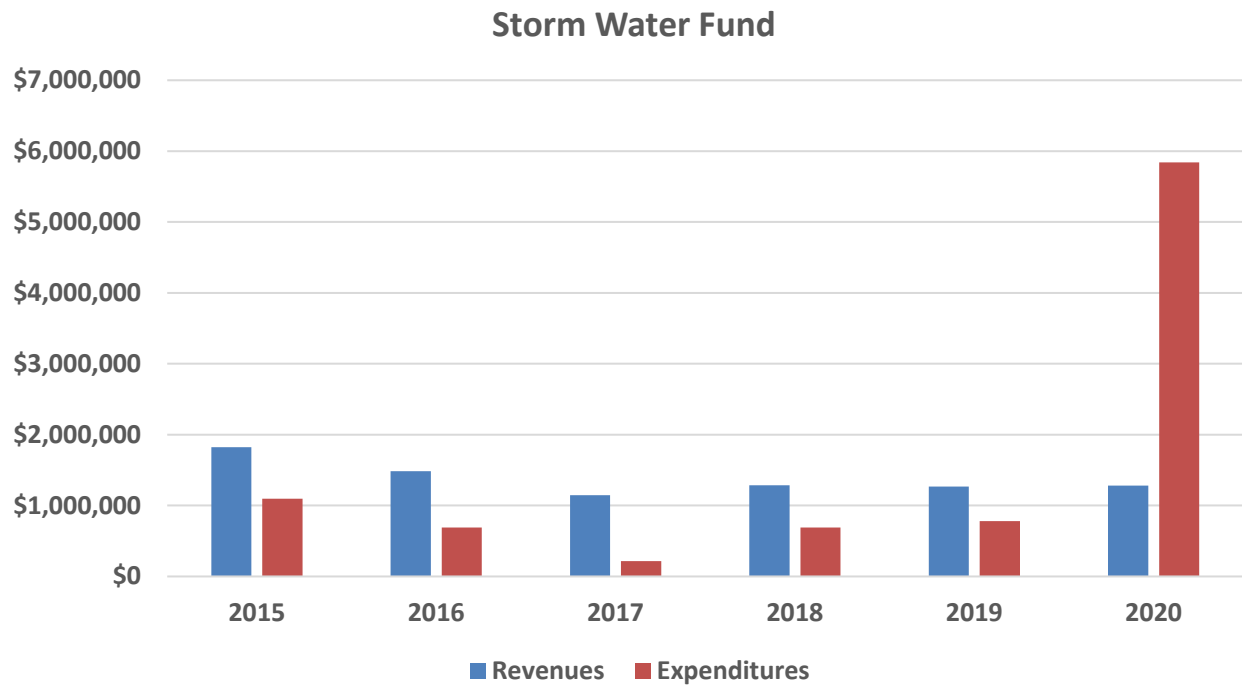
Archive & Storage Solutions with Server	\$20,000
Software- Land Management/Permits	\$6,900

Storm Water Fund**Revenue**

- Sales tax (1/2 cent) revenue of \$1,137,359 is budgeted with a slight increase compared to the 2019 Forecast (\$1,120,551).
- Investment earnings are budgeted at \$146,450, an increase of 1% from the 2019 Forecast.

Expenditures

- \$18,000 is budgeted for bridge and culvert repair and maintenance.
- \$100,000 is budgeted for Small Project Grant Matching.
- \$3,000 is budgeted for professional fees.
- \$5,721,290 is budgeted for Storm Water Infrastructure projects including Dielman Road, Willow Hill, Robin Hill, Deerfield/Wakefield, Babler Lane, and South Tealbrook. Details can be found in the Storm Water budget.
- The \$168,780 inter-fund transfer to the General Fund represents a conservative allocation of Public Works Dept. costs associated with the upkeep of City storm water facilities as expended in the General Fund.



*Projected expenditures for 2020 reflect project costs identified in the Five-Year Storm Water Implementation Plan adopted by City Council on July 15, 2019.

CITY OF LADUE, MISSOURI
FISCAL YEAR 2020 ANNUAL OPERATING BUDGET
COMBINING STATEMENTS OF REVENUES AND EXPENDITURES AND FUND BALANCE
ALL FUNDS

ITEM	GENERAL FUND	RD & BRDG FUND	CAP IMP FUND	STRM WTR FUND	PUBLIC SAFETY FUND	TOTAL
FORECAST AS OF AND FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019						
STATEMENTS OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE						
REVENUES	11,825,132	958,628	962,220	1,265,991	443,000	\$15,454,971
EXPENDITURES						
Personnel*	11,185,206					\$11,185,206
Supplies and Services	2,215,254					\$2,215,254
Capital		580,394	1,368,221	782,337		\$2,730,952
Debt Service			456,400			\$456,400
Other		321,839				\$321,839
TOTAL EXPENDITURES	\$13,400,460	\$902,233	\$1,824,620	\$782,337	\$0	\$16,909,650
OPERATING SURPLUS (DEFICIT)	(1,575,328)	56,395	(862,400)	483,654	443,000	(1,454,679)
INTERFUND TRANSFERS	848,763	(506,110)	175,000	(142,653)	(375,000)	0
CHANGE IN FUND BALANCE	(726,565)	(449,715)	(687,400)	341,001	68,000	(1,454,679)
STATEMENTS OF FUND BALANCE						
Beginning of year, January 1	12,266,195	2,737,087	1,992,182	9,170,418	294,447	26,460,329
End of Year, December 31	11,539,631	2,287,372	1,304,782	9,511,419	362,447	25,005,651

BUDGET AS OF AND FOR THE FISCAL YEAR ENDING DECEMBER 31, 2020						
STATEMENTS OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE						
REVENUES	12,054,716	969,844	979,251	1,283,809	448,800	\$15,736,421
EXPENDITURES						
Personnel*	12,118,800					\$12,118,800
Supplies and Services	2,565,174					\$2,565,174
Capital		920,168	1,283,104	5,842,290		\$8,045,561
Debt Service			452,017			\$452,017
Other		395,675				\$395,675
TOTAL EXPENDITURES	\$14,683,975	\$1,315,843	\$1,735,121	\$5,842,290	\$0	\$23,577,228
OPERATING SURPLUS (DEFICIT)	(2,629,259)	(345,999)	(755,870)	(4,558,481)	448,800	(7,840,808)
INTERFUND TRANSFERS	876,393	(487,613)	200,000	(168,780)	(420,000)	0
CHANGE IN FUND BALANCE	(1,752,866)	(833,611)	(555,870)	(4,727,261)	28,800	(7,840,808)
STATEMENTS OF FUND BALANCE						
Beginning of year, January 1	11,539,631	2,287,372	1,304,782	9,511,419	362,447	25,005,651
End of Year, December 31	9,786,765	1,453,761	748,912	4,784,158	391,247	17,164,843

*Inter-fund Transfers are evaluated in a detailed worksheet documenting department activity. A copy of the worksheet is available by calling city hall. Transfer includes two part-time Storm Water employees paid out of the General Fund.

CITY OF LADUE, MISSOURI
FISCAL YEAR 2020 ANNUAL OPERATING BUDGET
COMBINED STATEMENTS OF REVENUES AND EXPENDITURES AND FUND BALANCE
ALL FUNDS

Fiscal Year Ending or Ended December 31,		
2018 Actual	2019 Forecast	2020 Budget

COMBINED STATEMENTS OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE

REVENUES

Taxes	\$ 12,398,278	\$ 12,574,277	\$ 12,740,276
Licenses and Permits	877,568	773,674	796,400
Intergovernmental	987,092	986,242	1,000,450
Charges for Services	447,150	471,073	551,000
Municipal Court	121,503	105,000	105,000
Investment Income	363,566	414,220	416,294
Miscellaneous and Grants	1,182,804	130,485	127,000

TOTAL REVENUES

16,377,962	15,454,971	15,736,421
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EXPENDITURES

Administration	717,076	678,508	853,328
Police	4,542,765	4,700,675	5,073,476
Fire	5,256,106	5,323,032	5,758,243
Public Works	1,735,822	1,920,578	2,139,692
Building	512,824	679,182	780,717
Finance	267,353	308,241	344,588
Court	-	112,082	129,606
Capital Outlay	1,967,464	2,730,952	8,045,561
Debt Service	846,008	456,400	452,017

TOTAL EXPENDITURES

15,845,418	16,909,650	23,577,228
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Deficiency of Revenues Under Expenditures	532,543	(1,454,679)	(7,840,808)
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Change in Fund Balance	532,543	(1,454,679)	(7,840,808)
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FUND BALANCE

Beginning of year, January 1	25,927,786	26,460,329	25,005,651
End of Year, December 31	\$ 26,460,329	\$ 25,005,651	\$ 17,164,843

CITY OF LADUE, MISSOURI
FISCAL YEAR 2020 ANNUAL OPERATING BUDGET
STATEMENTS OF REVENUES AND EXPENDITURES AND FUND BALANCE
GENERAL FUND

Fiscal Year Ending or Ended December 31,		
2018 Actual	2019 Forecast	2020 Budget

STATEMENTS OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE

REVENUES

Taxes	\$ 10,024,785	\$ 10,073,726	\$ 10,200,530
Licenses and Permits	838,452	737,674	760,400
Intergovernmental	58,408	84,110	84,786
Charges for Services	447,150	471,073	551,000
Municipal Court	121,503	105,000	105,000
Investment Income	171,399	226,000	226,000
Miscellaneous and Grants	426,738	127,549	127,000
TOTAL REVENUES	<u>12,088,436</u>	<u>11,825,132</u>	<u>12,054,716</u>

EXPENDITURES

Administration	717,076	678,508	853,328
Police	4,542,765	4,700,675	5,073,476
Fire	5,256,106	5,323,032	5,758,243
Public Works	1,472,322	1,598,739	1,744,017
Building	512,824	679,182	780,717
Finance	267,353	308,241	344,588
Court	0	112,082	129,606
TOTAL EXPENDITURES	<u>12,768,446</u>	<u>13,400,460</u>	<u>14,683,975</u>

Excess/(Deficiency) of Revenues Over/(Under) Expenditures	(680,011)	(1,575,328)	(2,629,259)
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OTHER FINANCING SOURCES (USES)

Transfers In - Road & Bridge	487,496	506,110	487,613
Transfers In - Storm Water	161,274	142,653	168,780
Transfers In - Public Safety	160,000	200,000	220,000
Total Other Financing Sources (Uses)	<u>808,770</u>	<u>848,763</u>	<u>876,393</u>

Change in Fund Balance	128,759	(726,565)	(1,752,866)
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FUND BALANCE

Beginning of year, January 1	<u>12,137,436</u>	<u>12,266,195</u>	<u>11,539,631</u>
End of Year, December 31	<u>\$ 12,266,195</u>	<u>\$ 11,539,631</u>	<u>\$ 9,786,765</u>

CITY OF LADUE, MISSOURI
FISCAL YEAR 2020 ANNUAL OPERATING BUDGET
STATEMENTS OF REVENUES AND EXPENDITURES AND FUND BALANCE
ROAD & BRIDGE FUND

Fiscal Year Ending or Ended December 31,		
2018 Actual	2019 Forecast	2020 Budget

STATEMENTS OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE

REVENUES

Intergovernmental	\$ 928,684	\$ 902,132	\$ 915,664
Licenses and Permits	39,116	36,000	36,000
Investment Income	13,801	18,000	18,180
Misc. and Grants	615,968	2,496	0
TOTAL REVENUES	<u>1,597,569</u>	<u>958,628</u>	<u>969,844</u>

EXPENDITURES

Public Works	263,500	321,839	395,675
Capital Outlay	783,486	580,394	920,168
TOTAL EXPENDITURES	<u>1,046,986</u>	<u>902,233</u>	<u>1,315,843</u>

Excess of Revenues Over Expenditures 550,583 56,395 (345,999)

OTHER FINANCING (USES)

Transfers (Out) - General Fund	<u>(487,496)</u>	<u>(506,110)</u>	<u>(487,613)</u>
Total Other Financing (Uses)	<u>(487,496)</u>	<u>(506,110)</u>	<u>(487,613)</u>

Change in Fund Balance 63,087 (449,715) (833,611)

FUND BALANCE

Beginning of year, January 1	<u>2,674,000</u>	<u>2,737,087</u>	<u>2,287,372</u>
End of Year, December 31	<u>\$ 2,737,087</u>	<u>\$ 2,287,372</u>	<u>\$ 1,453,761</u>

CITY OF LADUE, MISSOURI
FISCAL YEAR 2020 ANNUAL OPERATING BUDGET
STATEMENTS OF REVENUES AND EXPENDITURES AND FUND BALANCE
CAPITAL IMPROVEMENT FUND

Fiscal Year Ending or Ended December 31,		
2018 Actual	2019 Forecast	2020 Budget

STATEMENTS OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE

REVENUES

Taxes	\$ 877,282	\$ 940,000	\$ 956,587
Investment Income	\$ 27,652	\$ 22,220	\$ 22,664
Misc. and Grants	35,915	0	0
TOTAL REVENUES	<u>940,849</u>	<u>962,220</u>	<u>979,251</u>

EXPENDITURES

Debt Service	846,008	456,400	452,017
Capital Outlay	492,185	1,368,221	1,283,104
TOTAL EXPENDITURES	<u>1,338,193</u>	<u>1,824,620</u>	<u>1,735,121</u>

Excess of Revenues Over Expenditures (397,344) (862,400) (755,870)

OTHER FINANCING USES

Transfers In - Public Safety	114,000	175,000	200,000
Total Other Financing Uses	<u>114,000</u>	<u>175,000</u>	<u>200,000</u>

Change in Fund Balance (283,344) (687,400) (555,870)

FUND BALANCE

Beginning of year, January 1	2,275,526	1,992,182	1,304,782
End of Year, December 31	<u>\$ 1,992,182</u>	<u>\$ 1,304,782</u>	<u>\$ 748,912</u>

CITY OF LADUE, MISSOURI
FISCAL YEAR 2020 ANNUAL OPERATING BUDGET
STATEMENTS OF REVENUES AND EXPENDITURES AND FUND BALANCE
STORM WATER FUND

Fiscal Year Ending or Ended December 31,		
2018 Actual	2019 Forecast	2020 Budget

STATEMENTS OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE

REVENUES

Taxes	\$ 1,032,083	\$ 1,120,551	\$ 1,137,359
Investment Income	\$ 149,068	\$ 145,000	\$ 146,450
Misc. and Grants	104,183	440	0
TOTAL REVENUES	<u>1,285,334</u>	<u>1,265,991</u>	<u>1,283,809</u>

EXPENDITURES

Capital Outlay	<u>691,793</u>	<u>782,337</u>	<u>5,842,290</u>
TOTAL EXPENDITURES	<u>691,793</u>	<u>782,337</u>	<u>5,842,290</u>

Deficiency of Revenues Under Expenditures	593,541	483,654	(4,558,481)
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OTHER FINANCING SOURCES (USES)

Transfers (Out) - General Fund	<u>(161,274)</u>	<u>(142,653)</u>	<u>(168,780)</u>
Total Other Financing Sources	<u>(161,274)</u>	<u>(142,653)</u>	<u>(168,780)</u>

Change in Fund Balance	<u>432,267</u>	<u>341,001</u>	<u>(4,727,261)</u>
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FUND BALANCE

Beginning of year, January 1	<u>8,738,151</u>	<u>9,170,418</u>	<u>9,511,419</u>
End of Year, December 31	<u>\$ 9,170,418</u>	<u>\$ 9,511,419</u>	<u>\$ 4,784,158</u>

CITY OF LADUE, MISSOURI
FISCAL YEAR 2020 ANNUAL OPERATING BUDGET
STATEMENTS OF REVENUES AND EXPENDITURES AND FUND BALANCE
PUBLIC SAFETY FUND

Fiscal Year Ending or Ended December 31,		
2018 Actual	2019 Forecast	2020 Budget

STATEMENTS OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE

REVENUES

Taxes	\$ 464,128	\$ 440,000	\$ 445,800
Investment Income	1,646	3,000	3,000
TOTAL REVENUES	<u>465,774</u>	<u>443,000</u>	<u>448,800</u>

EXPENDITURES

Misc. & Grants	-	-	-
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>

Deficiency of Revenues Under Expenditures	465,774	443,000	448,800
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OTHER FINANCING (USES)

Transfer (Out) - General Fund	(160,000)	(200,000)	(220,000)
Transfer (Out) - Capital Improvement Fund	(114,000)	(175,000)	(200,000)
Total Other Financing Sources (Uses)	<u>(274,000)</u>	<u>(375,000)</u>	<u>(420,000)</u>

Change in Fund Balance	<u>191,774</u>	<u>68,000</u>	<u>28,800</u>
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STATEMENTS OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE

Beginning of year, January 1	102,673	294,447	362,447
End of Year, December 31	<u>\$ 294,447</u>	<u>\$ 362,447</u>	<u>\$ 391,247</u>

FISCAL POLICIES

FISCAL POLICIES

A. PURPOSE

The City of Ladue has an important responsibility to its citizens to carefully account for public funds, to manage municipal finances wisely and to plan for the adequate funding of services and facilities required to serve the public. By adopting a set of fiscal policies, the City will be establishing the framework under which it will conduct its fiscal affairs, in a manner to adequately fund local government services. The fiscal policies of the City of Ladue have specific objectives designed to protect the fiscal health of the City. These objectives are:

1. To maintain City Council policy-making ability so that important fiscal decisions are not driven by emergencies or financial problems.
2. To provide City Council information so that policy decisions can be made timely and accurately.
3. To provide sound financial principles to guide City Council and management in making decisions.
4. To employ revenue policies which attempt to prevent undue reliance on a single source of revenue and which distributes the cost of municipal services fairly among all programs.
5. To ensure legal compliance with the budget through systems of internal control.
6. The City's fiscal policies are separated into the following areas:
 - Purpose
 - Accounting, Auditing and Financial Reporting
 - Revenue
 - Operating and Expenditure
 - Capital Improvement
 - Debt Management
 - Internal Control and Risk Management
 - Fund Balance

B. ACCOUNTING, AUDITING, & FINANCIAL REPORTING POLICIES

1. The City will maintain its accounting records in accordance with applicable state and federal laws and regulations. Budgetary reporting will be in accordance with the applicable state budget laws and regulations.

2. The City will use generally accepted accounting principles (GAAP) in all external financial records and transactions. These principles will be monitored and updated as mandated by the Governmental Accounting Standards Board.
3. An independent annual audit will be performed by a public accounting firm, which will issue an official opinion on the annual financial statements and a management letter detailing areas needing improvement, if any.
4. Financial systems will be maintained to monitor revenues and expenditures/expenses monthly, with an analysis and adjustment of the Annual Budget at appropriate times.
5. The Finance Department will monitor the financial systems with reports presented monthly to the Mayor and City Council.
6. The Finance Committee will review the results of the annual independent audit and make appropriate recommendations to the Mayor and City Council based upon the findings.

C. REVENUE POLICIES

1. The City will continually engage in efforts designed to both broaden and diversify its revenue base to prevent revenue shortfalls due to reliance on a single revenue source.
2. All existing and potential revenue sources will be reviewed annually to ensure revenue trends are kept current.
3. The City will seek to avoid using temporary revenues to fund ongoing services.
4. Monthly reports comparing actual to budgeted revenues will be prepared by the Finance Department and presented to the Mayor and City Council.
5. The City will establish all user charges and fees at a level related to the cost of providing the services, as well as the benefit of the service, to the user and the public. Increases in user charges and fees will be implemented in compliance with existing law.
6. The Finance Committee will advise the Mayor and City Council on all matters of revenue and taxation, and upon the financial condition of the city.

D. OPERATING AND EXPENDITURE POLICIES

1. When necessary, where appropriate and as required by circumstances, the City will institute expenditure controls in an attempt to ensure that current operating expenditures will not exceed current operating revenues.

2. Monthly reports comparing actual to budgeted expenditures will be prepared and presented to the Mayor and the City Council.
3. Program measurements will be part of the annual operating budget.
4. The City will seek to maintain a competitive pay structure for its employees to carry out desired City services and needs.
5. Planning and budgeting of expenditures will be based upon a priority setting process that is designed to narrow the range from a list of desirable expenditures to financially feasible expenditures. Expenditures will be justified based on the needs of the City.
6. Each year, the Finance Department will update expenditure projections for the next three years. Projections will include estimated operating costs, capital outlays, debt service, and capital improvement program expenditures.
7. As the City conducts its long-range financial planning; special emphasis will be placed on maintaining and improving the physical assets and services of the City, as needed.
8. In an effort to reduce the cost of capital expenditures, Federal, State and other intergovernmental and private funding sources shall be applied for and used as available. A concerted effort in applying for matching grants is strongly encouraged.
9. The Finance Committee will make recommendations to the Mayor and City Council on controlling and justifying expenses. The Committee will review the draft of the annual budget of the City and recommend, with or without alteration, its approval to the Mayor and Council.

E. CAPITAL IMPROVEMENT POLICIES

1. Future operating costs associated with new capital improvements will be projected and included in the operating budget forecast, as required. The City is focused on making those expenditures that give it the ability to operate more efficiently and with a lower cost basis than before the expenditure, as justified.
2. The City will determine and use the most prudent and fiscally responsible method for financing all new capital projects.
3. Capital projects are those with expenditures for long-lived assets, typically greater than 5 years and those whose value is greater than \$5,000.
4. As the City conducts its long-range financial planning, special emphasis will be placed on maintaining and improving the physical assets of the City.

F. DEBT MANAGEMENT POLICIES

1. The City will generally seek to limit long-term debt to only those capital improvements or projects that cannot be reasonably financed from current revenues or with prudent use of reserve funds. The maturity date for any debt should not typically exceed the reasonably expected useful life of the project to be financed. Except where determined by specific redevelopment projects, debt should be structured to provide for the retirement of a minimum of 60% of the amount of the outstanding principle within a ten-year period.
2. The City's policy is to plan and direct the use of debt so that debt service payments will be a predictable and manageable part of the operating budget.
3. The City will not issue long-term debt, (i.e., in excess of 12 months), to finance current operations. Although there are no adopted legal debt limits, the City will consider alternative funding sources before issuing long-term debt.
4. Capital will be raised at the lowest reasonable cost through a fiscally conservative approach and under advantageous terms for the City in the credit markets.

G. INTERNAL CONTROL AND RISK MANAGEMENT POLICIES

1. The City shall maintain an environment conducive to good internal control.
2. Internal Control comprises the plan of organization and all the coordinated methods and measures adopted within the City to safeguard its assets, check the accuracy and reliability of its assets, check the accuracy and reliability of its accounting data, promote operational efficiency, and encourage adherence to prescribed managerial policies.
3. The Finance Department is responsible for designing appropriate controls for the departments and the departments are responsible for implementation. Inherent in these responsibilities is the recognition that the cost of internal control should not exceed the benefits expected to be derived. Also, internal controls may become inadequate as conditions change, thus requiring review and modification.
4. Segregation of Duties Procedures are implemented and designed to detect errors. Duties will be performed by persons other than those who are in a position to perpetrate them, when possible.
5. Written procedures will be maintained by the Finance Director for all functions involving the handling of cash and securities. These procedures shall embrace sound internal control principles.
6. The Finance Department shall issue internal control procedures based upon deficiencies that have been identified by City staff or the independent auditors. Finance shall ensure

that a good faith effort is made to implement all independent auditor recommendations pertaining to internal control. The Finance Department will seek to periodically monitor internal control procedures and compliance with federal and state regulatory requirements pertaining to internal controls or financial reporting.

7. Department heads are responsible to ensure that internal control procedures, including those issued by the Finance Department, are followed throughout the department.

G. FUND BALANCE POLICY

Fund Balance is defined as the excess of assets over liabilities in a governmental fund. The City desires to maintain the proper level of financial resources to guard its citizens against service disruption in the event of unexpected temporary revenue shortfalls or unpredicted one-time expenditures.

Fund Balance Classification - The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent.

■ The City has established the following categories of fund balance:

- **Nonspendable** - Resources which cannot be spent because they are either a) not in spendable form or; b) legally or contractually required to be maintained intact.
- **Restricted** - Resources with constraints placed on the use of resources are either a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.
- **Committed** - Resources which are subject to limitations the government imposes upon itself at its highest level of decision making, and that remain binding unless removed in the same manner.
- **Assigned** - Resources neither restricted nor committed for which a government has a stated intended use as established by the City Council or an official to which the City Council has delegated the authority to assign amounts for specific purposes.
- **Unassigned** - Resources which cannot be properly classified in one of the other four categories. The General Fund is the only fund that reports a positive unassigned fund balance amount. Unassigned balances also include negative balances in the governmental funds reporting resources restricted for specific programs.

- The City would typically use restricted fund balances first, followed by committed resources and assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first.
- At a minimum, the City will maintain an unassigned fund balance in the General Fund equivalent to four months or 33% of projected annual expenditures. The City will work toward achieving an unassigned fund balance that is equivalent to six months or 50% of the current fiscal year's projected annual expenditures.
- Fund balance levels have been established for the following:
 - Provides adequate funding to cover approximately four months of operating expenditures.
 - Provides stability and flexibility to respond to unexpected adversity and/or opportunities.
 - Permits orderly budgetary adjustments in the event of unanticipated revenue shortfalls.
 - Provides the liquidity necessary to accommodate the City's uneven cash flow, which is inherent in its periodic revenue collection, including grant funds which are generally on a reimbursement basis.
 - Provides the liquidity to respond to contingent liabilities.
 - Fund planned capital projects, thereby avoiding debt.
 - Assist in paying-down debt on outstanding obligations.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The governmental financial statements of the City are prepared using the modified accrual method of accounting which is in conformity with U.S. generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The City's government-wide financial statements, its statements of net position and activities, are prepared in accordance with GASB Statement 34. The City's significant accounting policies are as follows:

A. FUND ACCOUNTING

The accounts of the City are organized on the basis of funds. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions of certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. The following is a comprehensive list of all of the City's funds.

1. Governmental funds are those funds through which most governmental functions of the City are financed. The acquisition, use, and balance of the City's expendable financial resources and related liabilities are accounted for through governmental funds.

The City reports the following governmental funds:

The General Fund – The City's primary operation fund, which accounts for all the financial resources and the legally authorized activities of the City except those required to be accounted for in other specialized funds.

The Capital Improvement Fund – The City uses this fund to account for sales tax revenue designated for capital purchases.

The Storm Water Fund – The City uses this fund to account for sales tax revenue designated for Storm Water projects.

The Road and Bridge Fund – The City uses this fund to account for tax revenue designated for road improvements.

The Public Safety Fund – The City uses this fund to account for tax revenue designated for law enforcement needs and other public safety needs.

2. Fiduciary fund types are used to account for assets held by the City in a trustee capacity or as an agent or on behalf of others. Trust funds account for assets held by the City under the terms of a formal trust agreement.

The City reports the following fiduciary funds:

Pension Trust Funds – Pension Trust Funds are accounted for on a flow of economic resources measurement focus and use the accrual basis of accounting. The pension trust funds account for the assets of the Firemen's and Policemen's Pension Plan and the Non-Uniform Employee Retirement Plan.

Escrow Fund – The City uses this fund to account for building permit escrows.

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available, if they are collected within 60 days of the end of the fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting, except when that expenditure benefits future periods, as in the case of prepaid expenditures and similar items.

Property, sales, intergovernmental and franchise taxes, some grants, and interest associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. This includes licenses and permits, charges for services, fines and miscellaneous revenues.

On an annual basis, there is no material difference between revenues and expenditures reported using the economic resources measurement focus and GAAP.

SUMMARY OF SIGNIFICANT BUDGETARY PROCEDURES

A. BUDGET COMPONENTS

The budget is intended to present a complete financial plan for the 2020 budget year and includes the following information:

1. A general budget summary. (RSMO 67.010)
2. A budget message describing the important features of the budget and major changes from the preceding year.
3. Estimated revenues to be received from all sources for the 2020 budget year, with a comparative statement of actual or estimated revenues for the preceding budget year.
4. Proposed expenditures for each department and each fund for the 2020 budget year, with a comparative statement of estimated expenditures for the preceding year.

B. BUDGET BASIS

As previously indicated, budgets are prepared using the modified accrual basis of accounting which is in conformity with Generally Accepted Accounting Principles. Annual appropriated budgets are prepared and adopted for all of the City's governmental funds previously identified. They are not prepared for its fiduciary or government-wide funds.

C. BUDGET CALENDAR

June 24 – July 11, 2019	Finance Director prepares budget documents.
July 12, 2019	Finance Director distributes budget documents.
July 15 – August 29, 2019	Department heads conduct internal department meetings to analyze and prepare 2019 forecast and 2020 departmental budget requests. Finance Department does preliminary review of personnel costs and prepares estimates of fixed charges and non-departmental items and revenue estimates.
August 30, 2019	Forecasts for 2019 and departmental requests for 2020 are returned to the Finance Director.
September 2 – September 19, 2019	Department heads conduct employee reviews. Finance Director does preliminary review of the budgets and obtains additional information, if needed.
September 20, 2019	Employee raises are submitted to the Finance Director.

September 23 – October 4, 2019	Finance Director prepares estimates of 2019 actual and 2020 estimated payroll costs.
	Finance Director prepares consolidation of departmental budget requests and finalizes revenue estimates.
October 7 – October 11, 2019	Department heads and Finance Director meet with the Mayor to review departmental budget requests.
October 14 – October 25, 2019	Finance Director makes final changes to the budget and submits document to the Finance Committee for review.
October 30, 2019	Finance Director and Mayor meet with the Finance Committee to review 2020 Budget.
November 18, 2019	Budget Work Session with Council.
December 11, 2019	Finance Director and Mayor meet with the Finance Committee for final recommendation.
December 16, 2019	Budget is approved and adopted by Council.

D. INTERFUND TRANSACTIONS

Transactions that constitute reimbursement to a fund for expenditures initially made from it that are applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. All interfund transactions are reported as transfers.

Transfer Summary FY 2020 Budget:

<u>Transfer From Fund</u>	<u>Transfer to Fund</u>	<u>Description</u>	<u>Amount</u>
Road & Bridge	General	Cost of services provided by the General Fund	\$500,010
Storm Water	General	Cost of services provided by the General Fund	\$142,653
Public Safety	General	Police and Fire Expenses	\$200,000
Public Safety	Capital	Police and Fire Expenses	\$175,000

E. BUDGET AMENDMENT PROCESS

Budget revisions are required at the fund level and must be approved by City Council. The Finance Director is authorized to transfer budgeted amounts between departments within any fund. Supplemental appropriations are made by Council to cover unanticipated items not included in the adopted budget.

E. BALANCED BUDGET

The proposed budget and any revised budget must conform to the statutory requirement that the total proposed expenditures from any fund shall not exceed the estimated revenues to be received, including debt issuances, transfers from other funds, and advances from other funds, plus any unencumbered [fund] balance or less any deficit estimated from the beginning of the budget year. (RSMO 67.010).

F. FISCAL YEAR

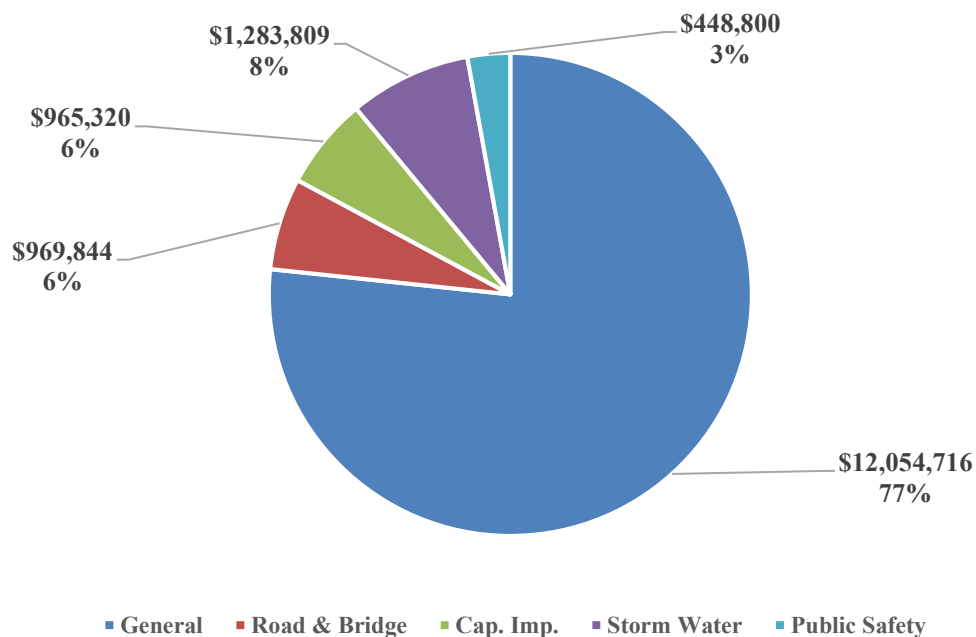
The City's fiscal year begins each January 1st and runs through the following December 31st.

Before the beginning of each fiscal year, the City Council must approve the budget and take such additional action as may be required to produce the revenues estimated in the budget. (RSMO 67.030)

REVENUE NARRATIVE

Revenues across all funds are expected to increase in FY2020 to \$15,722,490. This is an increase of \$277,328, or 1.8% from FY2019 estimated revenue of \$15,445,162. City revenues are expected to remain dominated by property, sales taxes, utility taxes and commercial franchise fees. Since there are so many variables involved that make accurate projections difficult, revenue projections are based on an analysis of 1, 3, and 5-year trends with consideration of macroeconomic elements such as economic conditions and consumer confidence. If individual circumstances are known they are incorporated into the budgeting process.

2020 Revenues - All Funds

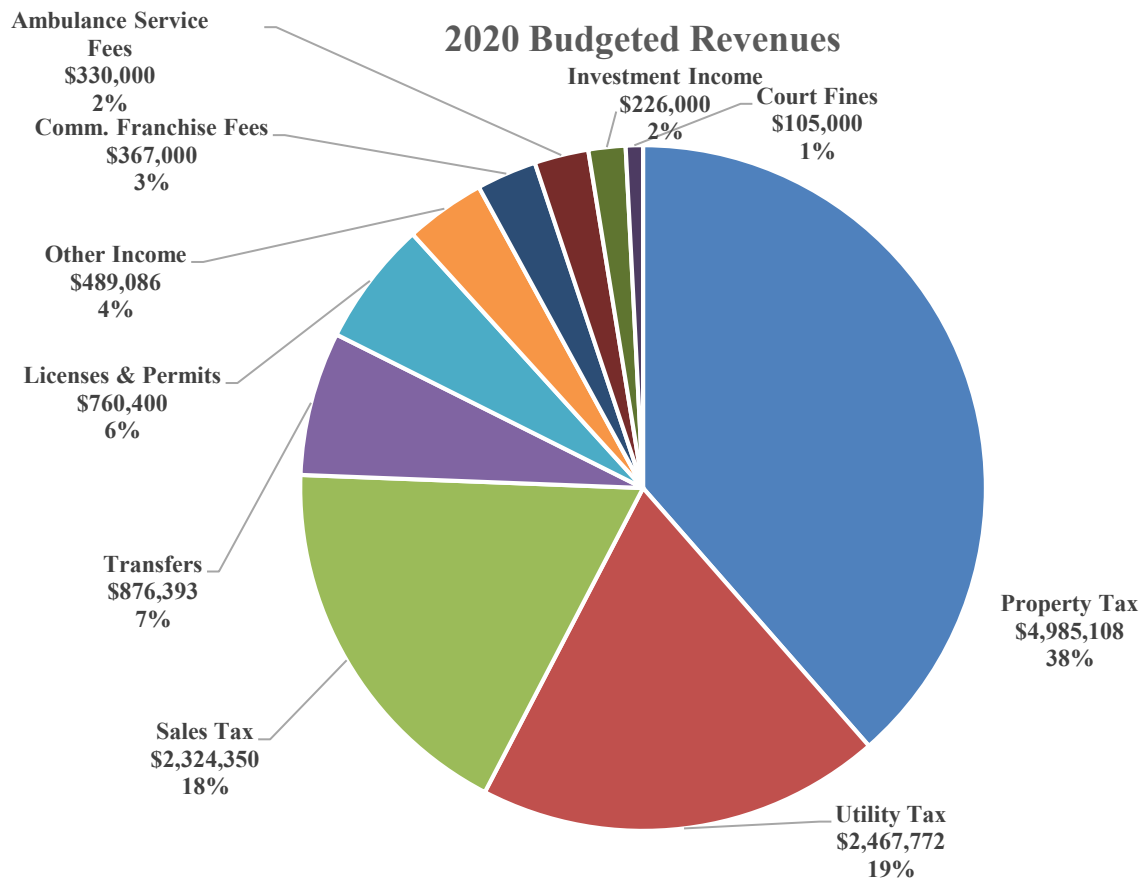


GENERAL FUND REVENUE (FUND 01)

As the operating fund of the City, the General Fund receives revenues from all sources without a mandated earmark. The percentage of revenue from collections for sales, property, and gross receipts taxes and commercial franchise fees has continued to increase in FY2020 to 78.9% of total General Fund revenues. In addition to those major four, other categories of revenue include: licenses and permits,

General Fund Revenue (2019 & 2020 Projected)		
Fiscal Year	Amount	Change
2016	\$ 12,662,403	2.62%
2017	\$ 12,711,751	0.39%
2018	\$ 12,897,043	1.46%
2019	\$ 12,673,895	(1.73%)
2020	\$ 12,931,109	2.03%

intergovernmental taxes, charges for services, court revenue, investment income, other income and fund transfers. General Fund revenues for FY2020 are budgeted for a 2.03% increase in revenues compared to FY2019 revenue projections due to the expectation of consistency in collections with a 2% inflationary increase in collections.



Real Estate and Personal Property Taxes

The City of Ladue levies a general tax on all non-exempt real and personal property owned as of January 1 in each year. Assessment amounts are completed by the County Assessor who also prepares the tax rolls for submission to the County Board of Equalization for the determination of the proper value of property. Through provisions of the Hancock Amendment to the Missouri Constitution, City levies currently have a ceiling placed on them according to a formula based on new construction, inflation rates, and assessments. Once rates have been certified by the State Auditor, billing and collection of City property taxes are required to be performed by Saint Louis County for fee of 1.5% of the taxes collected. As its collection agent, St. Louis County pursues all collection matters on the City's behalf. All of these taxes are billed in November of each year.

and are due by December 31st. Each type of tax is disbursed to the City throughout the year. Property taxes represent roughly 38.55% of total General Fund revenue. These taxes have increased only slightly despite large increases in residential assessments due to Constitutional limits. Due to timing of collections, these revenues are likely to have high variances year-to-year.

Property Tax (2019 & 2020 Projected)		
Year	Amount	Change
2016	\$ 4,585,234	5.49%
2017	\$ 4,266,739	(6.95%)
2018	\$ 4,789,908	12.26%
2019	\$ 4,892,157	2.13%
2020	\$ 4,985,108	1.90%

In 2019, the City's real property tax levies per \$100 assessed value were:

Property Tax Category Tax Rate

Real Estate- Residential	0.6170
Real Estate Commercial	0.5660
Personal Property	0.7560

Sales Tax

1% County Local Sales Tax – The City of Ladue is a Point-of-Sale municipality within the borders of Saint Louis County and unlike many municipalities receives nearly all of a 1% local sales tax on purchases that take place within its borders. Sales taxes represent around 17.97% of total budgeted revenue within the General Fund. Predicting future sales tax revenue is a difficult endeavor with short-term and long-term trend analysis providing the basis for future prediction and then attempting to find and explanation for any outlying factors. Historically, this method has provided an amount useful for planning revenues for a one-year period. The difficulty in developing accurate sales tax budgets lies with both identifying and predicting the timing of adverse variables. Variables include changes to sharing formula, regional or nationwide recessions, weather related events, opening or closure of sales tax drivers, and increasing online purchases

Local Option Sales Tax – The .25% Local Option Sales Tax was approved by voters in 1993. It was offered as a way for cities to fill gaps in revenue created by sharing provisions in the county sharing formula. The local option sales tax has no special uses attached to it and it is included with general fund revenue. It is budgeted in conjunction with the local tax distributed by Saint Louis County and therefore faces the same budgeting dilemma as the 1% County Sales tax above.

Sales tax revenue in the General Fund includes both the 1% County Local Sales Tax and the Local Option Sales Tax. The 2020 Budget is projecting a 1.50% increase in sales tax receipts which is a slowdown from the 3.51% increase in 2019.

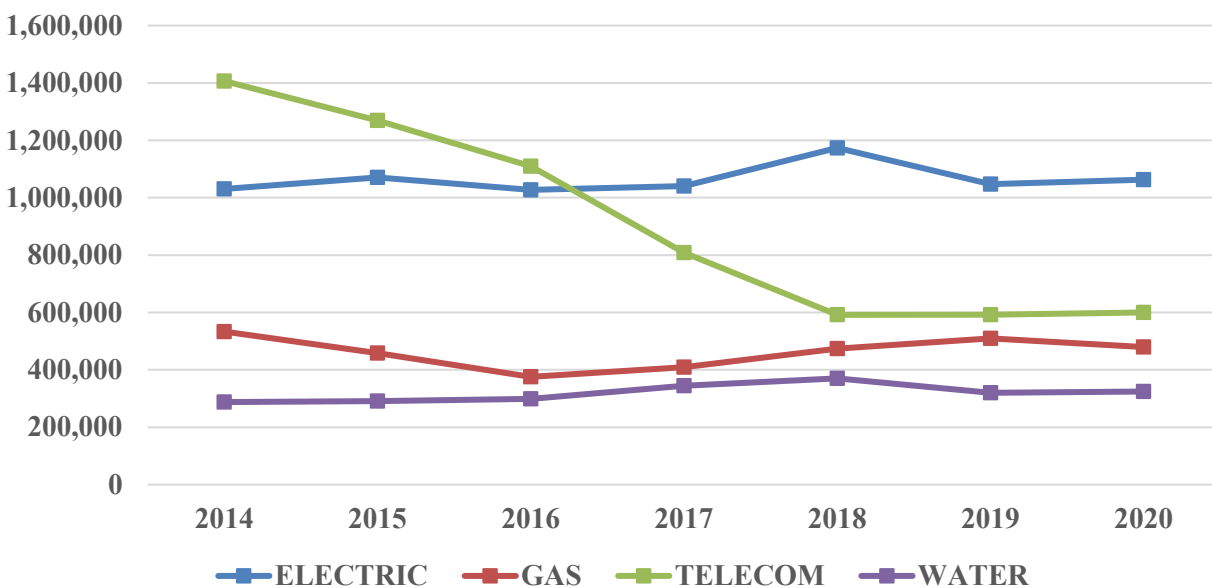
Sales Tax (2019 & 2020 Projected)		
Year	Amount	Change
2016	\$ 2,309,394	(9.18%)
2017	\$ 2,319,928	0.46%
2018	\$ 2,212,391	(4.64%)
2019	\$ 2,290,000	3.51%
2020	\$ 2,324,350	1.50%

Gross Receipts Tax

Gross Receipts taxes are levied on all utility usage and for FY 2020 are projected to provide 19.08% of the total General Fund revenue. Utilities include electrical, natural gas, water and phone usage. Weather, cord cutting, and prepaid cell phones make budgeting gross receipts taxes difficult. Weather plays a significant factor in utility usage which is the basis of gross receipts tax collections and predicting weather for extended periods provides too large of a variable to make accurate projections. Then, in the last decade customers have forgone landline telephones for cellular phone for their primary phone line effectively cutting a phone line while reducing bills and subsequently revenue to the City. To add another layer of complexity, the use of low cost prepaid cellular services, which aren't currently collecting gross receipts tax at all, are attractive for many consumers because of their lower costs and flexibility.

Total Gross Receipt tax revenue is expected to remain the same as the 2019 forecasted revenue collections based on typical weather trends, rising utility rates which are offset by the continued decline in telecom receipts for a decline of 0.06% in 2020 budgeted revenue.

Utility Gross Receipts Tax



Commercial Franchise Fees

This category represents Cable Franchise Fees and Telecommunication Leases. A 5% franchise fee on the adjusted receipts of cable television providers is paid to the City on a quarterly basis. By law, cable television service is not considered a utility. However, the City requires franchise fees for broadband telecommunications providers. This revenue is dependent on cable television usage and rates.

The City currently has lease agreements for towers within the City with a number of telecommunications providers. These agreements have various payment terms and allocation increases. Additionally, the leases have various dates upon which they become due. Due to significant consolidation of telecommunications companies within the most recent few years, the City will need to analyze the possibility that all of these leases will be renegotiated, as they come due in future years. Further, this trend should be expected to proceed in future years as telecommunications companies continue to merge and choose to only retain a lease arrangement for one tower in a specific location.

The increase in 2017 represents a back-payment of fees owed to the City. Franchise fees are budgeted at \$367,000 for 2020 which represents 2.84% of General Fund revenue.

Commercial Franchise Fees
 (2019 & 2020 Projected)

<u>Year</u>	<u>Amount</u>	<u>Change (%)</u>
2016	\$ 233,374	21.10%
2017	\$ 861,866	269.31%
2018	\$ 351,763	(59.19%)
2019	\$ 367,000	4.33%
2020	\$ 367,000	0.00%

Licenses and Permits

The licensing fee category consist of automobile licensing fees, liquor licenses, business licenses, building permits, heating and air conditioning permits, excavation permits, plumbing permits and sign permits. Building permits make up around 48% of the category. and has been unpredictable to budget. In 2016 and 2017, large construction projects provided additional revenue for the City. Currently, revenue is back to normal levels. In 2020, License and Permit revenue is expected to increase by 3.08%.

Licenses & Permits
 (2019 & 2020 Projected)

<u>Year</u>	<u>Amount</u>	<u>Change</u>
2016	\$ 1,210,067	67.85%
2017	\$ 1,020,356	(15.68%)
2018	\$ 838,452	(17.83%)
2019	\$ 737,674	(12.02%)
2020	\$ 760,400	3.08%

Ambulance Service Fees

The City of Ladue Fire Department supplements its budget through the collection of Emergency Medical Services ("Service").

These charges are based on the level of service provided and are approved by resolution. The latest billing fee schedule was adopted by Resolution 2019-21. In 2019, the City of Ladue entered into agreement with Missouri

Healthnet for the reimbursement of uncompensated cost associated with the transportation of Department of Social Services, MO Healthnet Participants. With the increase in ambulance fees and entering into the stated agreement, the City of Ladue Fire Department is projecting a \$85,000.00 increase for 2020. This will be the second greatest increase over the last ten years which occurred in 2009-2010 when fees were increased. The revenue collection of Service has steadily increased over the last ten years yielding a 5% average increase. The chart represents the normal fluctuations of revenue collections.

Ambulance Service Fees (2019 & 2020 Projected)		
Year	Amount	Change
2016	\$ 232,012	(7.68%)
2017	\$ 249,471	7.53%
2018	\$ 228,309	(8.48%)
2019	\$ 245,000	7.31%
2020	\$ 330,000	34.69%

Investment Income (Operating Funds, excluding Pension Funds)

The City maintains a ladder of 4 week to 12-month CD's and idle funds held at the depository bank are invested using a repurchase agreement. The increase in revenue in the previous years are attributed largely due to improved cash management procedures. In addition, CD maturities in 2019 benefitted from increases in interest rates.

Investment Income (2019 & 2020 Projected)		
Year	Amount	Change
2016	\$ 52,822	89.41%
2017	\$ 97,342	84.28%
2018	\$ 171,237	75.91%
2019	\$ 226,000	31.98%
2020	\$ 226,000	0.00%

The City is precluded by state statute and its own investment policy from investing in high risk and high reward instruments. Instead, it is focused primarily on certificates of deposit, CDARS, and repurchase agreements. While the City has had substantial interest revenue increases in the past few years, there are no further increases expected. This is primarily due to lowered interest rates in 2020, optimized cash management procedures and a smaller fund balance. Investment Income is budgeted at \$226,000 which represents 1.75% of General Fund revenue.

Municipal Court Fines

The court category includes all fines associated with the City's Municipal Court which is part of and thereby subject to the rules of, the St. Louis County Circuit Court. Throughout the past several years the court system has been under pressure on the revenue and protocol fronts and this continues into 2020. Budgeted court revenues represent 0.81% of General Fund revenues with no increase in revenue in 2020.

Municipal Court Fines (2019 & 2020 Projected)		
<u>Year</u>	<u>Amount</u>	<u>Change</u>
2016	\$ 173,379	(51.63%)
2017	\$ 205,753	18.67%
2018	\$ 121,503	(40.95%)
2019	\$ 105,000	(13.58%)
2020	\$ 105,000	0.00%

Other Income

Although labeled "Other", these revenues are vital to the operations of the city and help to defray the costs of many of the services provided. These revenues include intergovernmental taxes, alarm fees, building inspection fees and any other additional revenue. The increase in 2018 is attributed to an easement payment from MSD. Revenues in 2020 are expected to remain flat with a 0.80% decrease.

Other Income (2019 & 2020 Projected)		
<u>Year</u>	<u>Amount</u>	<u>Change</u>
2016	\$ 462,870	2.19%
2017	\$ 495,778	7.11%
2018	\$ 765,270	54.36%
2019	\$ 493,038	(35.57%)
2020	\$ 489,086	(0.80%)

ROAD & BRIDGE REVENUE (FUND 02)

County Road Fund Tax

The County's Road and Bridge Tax levy is \$0.105 per \$100 assessed valuation of both real and personal property within the City and is distributed to the City based on the City's assessed valuation. It is billed along with other property tax assessments in the fall of the year and is due December 31. The tax must be collected for construction, maintenance, or repair of roads and/or bridges within the City. St. Louis County collects and administers this tax and disburses it to the City on or near the 15th of each month.

County Road Fund Tax (2019 & 2020 Projected)		
<u>Year</u>	<u>Amount</u>	<u>Change</u>
2016	\$ 687,080	6.10%
2017	\$ 635,060	(7.57%)
2018	\$ 700,072	10.24%
2019	\$ 676,599	(3.35%)
2020	\$ 686,748	1.50%

Motor Fuel Tax

The State of Missouri levies a per gallon gasoline tax which is distributed each month to all cities in the state on a per capita basis, based on the most recent census. This tax is budgeted with a slight increase of 1.50% in 2020.

Motor Fuel Tax (2019 & 2020 Projected)		
<u>Year</u>	<u>Amount</u>	<u>Change</u>
2016	\$ 228,959	1.54%
2017	\$ 229,972	0.31%
2018	\$ 228,612	(0.46%)
2019	\$ 225,533	(1.35%)
2020	\$ 228,916	1.50%

Motor Vehicle Fees

The State of Missouri levies motor vehicle fees for vehicle license plates. Portions of these motor vehicle fees are distributed to cities on a per capita basis, as indicated by the most recent census. The disbursement is made on or about the 25th of each month. Motor Vehicle Fees are budgeted flat in 2020.

Motor Vehicle Fees (2019 & 2020 Projected)		
<u>Year</u>	<u>Amount</u>	<u>Change</u>
2016	\$ 36,825	(2.55%)
2017	\$ 37,865	2.82%
2018	\$ 39,115	3.30%
2019	\$ 36,000	(7.96%)
2020	\$ 36,000	0.00%

CAPITAL IMPROVEMENT REVENUE (FUND 06)**Capital Improvement Sales Tax**

A .50% Capital Improvements Sales Tax is generated from all retail sales that take place within the City's corporate boundaries. Under Section 94-577 RSMo, funds generated from this tax are to be used solely for capital improvements. Capital improvements, defined as an asset with a cost over \$5,000, or \$50,000 for infrastructure projects, and with a life over one year. Current year expenditures also include debt service payments on the new fire house. In 2020, sales tax revenue is budgeted with a slight increase of 1.76%.

Capital Improvement Sales Tax (2019 & 2020 Projected)		
<u>Year</u>	<u>Amount</u>	<u>Change</u>
2016	\$ 872,928	(5.97%)
2017	\$ 911,652	4.44%
2018	\$ 877,281	(3.77%)
2019	\$ 940,000	(7.15%)
2020	\$ 956,587	1.76%

STORM WATER REVENUE (FUND 07)

Sales Tax

The .50% Storm Water Sales Tax was approved by voters in 2002. This tax is not subject to sharing and may be used for any storm water operating or capital expenditure project including debt service. A slight increase of 1.50% is budgeted in 2020.

Storm Water Sales Tax (2019 & 2020 Projected)		
<u>Year</u>	<u>Amount</u>	<u>Change (%)</u>
2016	\$ 1,027,000	(5.97%)
2017	\$ 1,072,532	4.43%
2018	\$ 1,032,082	(3.77%)
2019	\$ 1,120,551	8.57%
2020	\$ 1,137,359	1.50%

PUBLIC SAFETY REVENUE (FUND 08)

In April 2017 St. Louis County voters approved a ballot measure popularly known as “Prop P” to increase sales taxes .50% with the proceeds to be used strictly for public safety. The ballot measure contained a provision to share the collections with municipalities in the County based on population. Remittances to the City began in December 2017 and are classified as a special revenue. Budgeted revenue is \$420,000 in 2020.

GENERAL FUND

GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
TAXES									
REAL ESTATE TAXES	3,947,394	4,116,161	4,002,317	4,231,250	3,898,594	4,416,906	4,455,893	4,506,906	4,592,537
PERSONAL PROPERTY TAX	300,217	331,765	344,317	353,984	368,146	373,002	385,251	385,251	392,570
SALES TAX	2,203,201	2,394,023	2,542,716	2,309,394	2,319,928	2,212,391	2,314,000	2,290,000	2,324,350
MERCH & MFGS SURTAX	43,963	46,580	44,049	47,611	45,849	60,920	53,000	54,906	56,000
PUBLIC UTILITIES LICENSE TAX - ELECTRIC	1,031,593	1,031,031	1,070,391	1,027,291	1,040,514	1,173,530	1,131,200	1,047,263	1,062,972
PUBLIC UTILITIES LICENSE TAX - GAS	486,172	533,361	458,381	375,608	409,595	473,991	424,200	510,000	480,000
PUBLIC UTILITIES LICENSE TAX - PHONE	1,459,141	1,406,664	1,269,596	1,110,125	808,168	591,696	700,000	592,000	600,000
PUBLIC UTILITIES LICENSE TAX - WATER	244,102	287,708	291,129	298,658	344,668	370,225	318,000	320,000	324,800
COMM. FRANCHISE FEES	217,928	212,217	192,717	233,374	861,866	351,763	351,973	367,000	367,000
PENALTIES & INTEREST ON DELINQUENT TAX	2,453	768	3	448	1,118	362	100	400	300
TOTAL	9,936,164	10,360,278	10,215,618	9,987,742	10,098,446	10,024,785	10,133,616	10,073,726	10,200,530
LICENSES AND PERMITS									
LIQUOR LICENSES	13,723	13,800	13,230	15,063	13,950	13,950	13,950	12,450	13,200
MERCH & MFGS BUSINESS LICENSE TAX	200,964	207,247	215,223	221,052	215,847	227,546	227,300	213,524	235,000
VEHICLE LICENSES (CITY)	35,681	43,309	41,850	41,183	40,039	38,434	34,000	37,000	37,000
BUILDING PERMITS	285,809	269,864	399,694	871,529	653,136	439,874	460,000	365,000	365,000
HEATING & AIR CONDITIONING PERMITS	15,995	16,090	17,716	24,841	49,735	60,436	60,000	50,000	50,000
EXCAVATION PERMITS						4,121	3,750	3,200	3,200
SGN PERMITS						800	1,000	1,500	2,000
SEWER & PLUMBING PERMITS	29,763	31,115	33,215	36,399	47,650	53,292	55,000	55,000	55,000
TOTAL	581,935	581,425	720,928	1,210,067	1,020,356	838,452	855,000	737,674	760,400
INTERGOVERNMENTAL									
CIGARETTE TAX	22,481	21,688	24,577	23,461	21,080	18,713	15,700	16,000	16,000
FINANCIAL INSTITUTIONS TAX	1,965	757	0	3,578	37,941	0	20,100	23,000	23,000
RR & PUBLIC UTILITIES ADVAL TAX	46,543	47,342	48,737	46,468	43,308	39,694	43,280	45,110	45,786
TOTAL	70,989	69,787	73,314	73,506	102,328	58,408	79,080	84,110	84,786

GENERAL FUND COMPARISONS		2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
CHARGES FOR SERVICES										
EMERGENCY ALARM FEES		139,725	142,335	114,372	162,230	129,585	131,767	139,545	139,545	138,000
BUILDING INSP FEES		27,535	31,870	31,284	57,087	84,270	78,195	75,000	75,000	75,000
AMBULANCE SERVICE FEES		223,330	191,407	251,322	232,012	249,471	228,309	225,000	245,000	330,000
CRIME VICTIMS COMPENSATION FEES		1,245	1,976	376	1,450	2,834	346	3,400	270	0
INMATE SECURITY FUND FEE		6,708	7,694	4,566	2,312	2,806	1,742	2,000	1,158	0
ZBA/Z&P FEES		4,750	4,500	5,205	12,050	2,600	5,850	4,500	10,100	8,000
TOTAL		397,400	389,850	412,880	474,676	473,877	447,150	449,445	471,073	551,000
FINES AND FORFEITS										
COURT FINES		522,134	589,480	358,412	173,379	205,753	121,503	120,000	105,000	105,000
TOTAL		522,134	589,480	358,412	173,379	205,753	121,503	120,000	105,000	105,000
INTEREST										
EARNINGS ON INVESTMENTS		25,689	22,314	27,888	52,822	97,342	171,237	150,000	226,000	226,000
TOTAL		25,689	22,314	27,888	52,822	97,342	171,237	150,000	226,000	226,000
MISCELLANEOUS										
SUNDRY*		219,485	222,911	174,021	98,641	122,078	426,738	104,300	127,549	127,000
TRANSFERS IN R&B/Storm Water		300,000	303,000	348,000	591,570	591,570	648,770	648,763	648,763	656,393
TRANSFERS IN Special Revenue Fund							160,000	200,000	200,000	220,000
TOTAL		300,000	303,000	348,000	591,570	591,570	808,770	848,763	848,763	876,393
GRAND TOTAL		12,060,884	12,541,121	12,338,879	12,662,403	12,711,751	12,897,043	12,740,205	12,673,895	0
										12,931,109

CITY OF LADUE GENERAL FUND REVENUE BUDGET DETAIL FISCAL YEAR ENDING DECEMBER 31, 2020					BUDGET FY 2019	FORECAST FY 2019	BUDGET FY 2020
3010	<u>REAL ESTATE TAX</u>				4,455,893	4,506,906	4,592,537
3020	<u>PERSONAL PROPERTY TAX</u>				385,251	385,251	392,570
3240	<u>SALES TAX</u>				2,314,000	2,290,000	2,324,350
3040	<u>MERCHANTS & MFGS. SURTAX</u>				53,000	54,906	56,000
	<u>PUBLIC UTILITIES LICENSE TAX</u>						
3070	Ameren U. E. (6.90%)				1,131,200	1,047,263	1,062,972
3071	Laclede Gas Company (7%)				424,200	510,000	480,000
3072	Telephone Cos. (7%)				700,000	592,000	600,000
3073	Mo. American Water (7%)				318,000	320,000	324,800
	TOTAL				2,573,400	2,469,263	2,467,772
3080	<u>PENALTIES & INT. ON DELINQUENT TAX</u>						
	Estimated				100	400	300
3110	<u>COMMUNICATIONS FRANCHISE FEES</u>						
	Sprint Lease 9225 Clayton Rd				0	0	0
	AT&T antennae				3,000	3,000	3,000
	Charter Communications TV				115,360	115,360	115,360
	Verizon Comm Line				0	0	0
	MCI Metro				130,000	130,000	130,000
	Extenet				31,513	31,513	31,513
	XO Communications				0	0	0
	Cingular Wireless (A,T&T) FH1 Cupola Tower				0	0	0
	AT & T Video				72,100	72,100	72,100
	TOTAL				351,973	351,973	351,973
3120	<u>LIQUOR LICENSES</u>						
	Per Prior Year History				13,950	12,450	13,200
3050	<u>MERCHANTS & MFGS. BUSINESS LIC. TAX</u>				227,300	213,524	235,000
3140	<u>VEHICLE LICENSES CITY</u>						
	Estimate based on prior and current year				34,000	37,000	37,000
3150	<u>BUILDING PERMITS</u>						
	Estimate based on prior and current year				460,000	365,000	365,000
3160	<u>HEATING & AIR CONDITIONING PERMITS</u>						
	Estimate based on prior and current year				60,000	50,000	50,000
3165	<u>EXCAVATION PERMITS</u>						
	Estimate based on prior and current year				3,750	3,200	3,200
3170	<u>SEWER & PLUMBING PERMITS</u>						
	Estimate based on prior and current year				55,000	55,000	55,000
3175	<u>SIGN PERMITS</u>						
	Estimate based on prior and current year				1,000	1,500	2,000
3210	<u>CIGARETTE TAX</u>						
	Estimate based on prior year				15,700	16,000	16,000
3220	<u>FINANCIAL INSTITUTIONS (FIT) TAX</u>						
	Estimate based on prior year				20,100	23,000	23,000

CITY OF LADUE GENERAL FUND REVENUE BUDGET DETAIL FISCAL YEAR ENDING DECEMBER 31, 2020					BUDGET FY 2019	FORECAST FY 2019	BUDGET FY 2020
3230	<u>R.R. & PUBLIC UTILITY ADVALOREM TAX</u>				43,281	45,110	45,786
3310	<u>EMERGENCY ALARM FEES</u>				139,545	139,545	138,000
3320	<u>BUILDING INSPECTION FEES</u> Estimate based on prior and current year				75,000	75,000	75,000
3340	<u>AMBULANCE SERVICE FEES</u> Estimated				225,000	245,000	330,000
3350	<u>ZBA AND Z&P FEES</u>				4,500	10,100	8,000
3410	<u>COURT FINES</u> Estimated				120,000	105,000	105,000
3420	<u>CRIME VICTIMS COMPENSATION FEES</u> Estimated				3,400	270	0
3460	<u>INMATE SECURITY FUND FEE</u> Estimated				2,000	1,158	0
3510	<u>EARNINGS ON INVESTMENTS</u>				150,000	226,000	226,000
3540	<u>SUNDRY</u>				104,300	127,549	127,000
	<u>TOTAL REVENUE</u>				<u>11,891,442</u>	<u>11,810,105</u>	<u>12,039,689</u>
3600	<u>TRANSFERS IN</u>						
	Transfer from Road & Bridge Fund				506,110	506,110	487,613
	Transfer from Special Revenue Fund				200,000	200,000	220,000
	Transfer from Stormwater Fund				<u>142,653</u>	<u>142,653</u>	<u>168,780</u>
					<u>848,763</u>	<u>848,763</u>	<u>876,393</u>
	<u>TOTAL AVAILABLE REVENUE</u>				<u>12,740,205</u>	<u>12,658,868</u>	<u>12,916,082</u>

CITY OF LADUE, MISSOURI
FISCAL YEAR 2020 ANNUAL OPERATING BUDGET
EXPENDITURES BY TYPE AND DEPARTMENT
GENERAL FUND

Fiscal Year Ending or Ended December 31,				
2017	2018	2019		2020
Actual	Actual	Budget	Forecast	Budget

Personnel:

(44) Administration	\$ 484,162	\$ 332,628	\$ 279,275	\$ 278,538	\$ 321,499
(45) Police	4,065,261	4,087,536	4,369,968	4,231,541	4,561,957
(46) Fire	4,515,674	4,633,404	4,694,832	4,666,498	5,005,378
(47) Public Works	1,145,768	1,122,542	1,204,110	1,221,467	1,344,360
(48) Building	357,354	431,343	478,165	472,829	524,023
(49) Finance	-	215,200	223,799	223,386	255,873
(50) Court	-	-	94,018	90,946	105,711

Total Personnel:	10,568,221	10,822,653	11,344,167	11,185,206	12,118,800
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Supplies & Services:

(44) Administration	477,112	384,448	624,168	399,970	531,830
(45) Police	427,044	455,229	545,241	469,134	511,519
(46) Fire	610,337	622,702	708,029	656,534	752,865
(47) Public Works	313,188	349,780	413,946	377,272	399,657
(48) Building	96,537	81,481	260,176	206,353	256,695
(49) Finance	-	52,153	94,821	84,855	88,715
(50) Court	-	-	22,348	21,136	23,895

Total Supplies & Services:	1,924,219	1,945,793	2,668,729	2,215,254	2,565,174
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Total Expenditures:	\$ 12,492,439	\$ 12,768,446	\$ 14,012,896	\$ 13,400,460	\$ 14,683,975
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*Personnel costs reflect salaries and benefits including insurance and pension benefits.

GENERAL FUND COMPARISONS		2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
CONSOLIDATED EXPENDITURES										
PERSONNEL										
SALARIES		5,243,628	5,499,277	5,584,545	5,816,606	6,080,593	6,237,018	6,536,894	6,329,145	6,702,400
SALARIES COMMUNICATIONS		370,479	339,023	368,218	386,584	360,129	385,524	382,627	378,576	379,521
SPECIAL PAY		20,141	90,945	143,457	59,082	125,026	19,434	75,700	109,229	77,500
OVERTIME		254,038	251,448	275,689	218,089	290,587	341,680	283,200	323,700	292,000
HOLIDAY		144,963	164,716	169,706	157,967	173,923	178,615	187,148	182,093	195,283
TEMPORARY				0	1,075	0	10,339	0	0	0
TEMPORARY AGENCIES		50,836	60,823	61,664	51,061	38,714	34,059	50,000	52,000	61,400
SOCIAL SECURITY & MEDICARE		173,397	182,293	191,285	199,200	208,013	221,122	206,207	229,630	240,131
MEDICAL INS.		791,030	790,666	798,006	880,554	993,886	1,095,534	1,369,055	1,269,974	1,587,468
DENTAL INS.		71,535	74,097	74,685	77,007	78,731	80,196	84,386	84,386	88,606
VISION INS.		16,941	17,498	17,410	17,356	17,553	17,607	18,374	18,374	18,925
LIFE INS.		12,849	12,643	11,740	11,514	12,269	11,326	10,523	10,523	10,844
DISABILITY INSURANCE		19,187	20,181	18,854	19,714	23,516	23,080	23,079	23,079	23,755
PENSION		2,616,761	2,599,667	1,560,988	1,610,554	1,787,046	1,861,396	1,793,696	1,834,699	1,937,964
RETIREMENT		189,461	176,589	153,600	182,786	199,092	200,026	181,093	218,919	364,000
UNEMPLOYMENT COMP. INS.		6,401		6,400	0	6,467	0	0	0	0
WORKERS' COMP INS.		162,537	178,330	204,542	191,399	172,697	105,597	142,186	120,879	139,004
TOTAL		10,144,184	10,458,196	9,640,788	9,880,548	10,568,243	10,822,653	11,344,167	11,185,206	12,118,800
SUPPLIES										
OFFICE SUPPLIES & PRINTING		31,579	31,504	32,022	25,802	26,968	27,210	34,845	31,967	32,408
OPERATIONAL EQUIPMENT & SUPPLIES		38,326	48,394	33,190	24,207	18,346	23,199	29,018	28,835	30,074
GASOLINE		162,080	168,388	106,952	86,378	81,681	105,197	131,269	107,554	121,474
COMPUTER SUPPLIES		19,525	26,162	23,868	16,544	12,154	10,188	11,360	10,264	14,458
PHOTO EQUIPMENT & SUPPLIES		56	1,434	1,380	0	250	1,071	2,700	1,750	2,000
AMBULANCE SUPPLIES		15,726	13,055	12,920	13,415	14,827	15,629	16,020	15,696	17,508
AMMUNITION & TARGETS		10,223	13,042	8,226	5,555	8,510	9,562	9,900	9,900	10,000
UNIFORMS		64,258	47,832	53,066	68,326	78,277	61,525	78,070	66,068	72,020
LINEN SERVICE		5,732	5,123	3,763	1,604	0	0	0	0	0
OTHER SUPPLIES		7,246	11,197	10,173	10,524	11,884	11,639	14,095	14,619	14,970
EQUIPMENT RENTAL		14,196	9,593	2,232	12,076	7,519	0	2,500	1,000	1,000
TOTAL		368,948	375,724	287,791	264,430	260,416	265,219	329,777	287,653	315,912

GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
CONSOLIDATED EXPENDITURES									
MAINTENANCE									
BLDG. MAINTENANCE	92,014	80,133	75,170	87,349	89,989	71,684	93,085	92,920	101,685
EQUIPMENT MAINTENANCE	67,900	62,062	66,277	65,134	62,617	64,431	72,195	68,377	75,725
VEHICLE MAINTENANCE	124,215	97,801	98,362	115,085	111,577	117,367	123,924	114,738	122,542
PARK & GROUNDS MAINTENANCE	9,053	6,310	10,935	10,309	16,215	26,668	29,800	17,650	26,550
MAINTENANCE CONTRACTS	32,611	37,982	43,475	38,224	42,628	37,763	62,321	53,765	55,519
TOTAL	325,794	284,288	294,218	316,101	323,026	317,913	381,325	347,450	382,021
UTILITIES									
ELECTRIC	54,826	50,439	54,210	55,795	55,952	58,721	58,203	50,116	51,724
GAS	21,168	24,155	16,777	13,703	16,646	19,359	21,590	22,680	23,240
WATER / SEWER	29,692	15,010	14,664	21,160	16,325	18,252	24,627	19,099	19,844
TRASH DISPOSAL	7,973	6,071	4,423	3,730	3,496	4,996	5,073	5,282	5,712
TELEPHONE	36,938	45,602	34,842	31,514	17,195	20,343	19,180	18,854	19,090
MOBILE PHONE	11,913	11,928	9,137	8,576	5,435	6,432	11,164	9,450	10,010
PAGERS			0	0	0	0	0		
TOTAL	162,510	153,205	134,053	134,479	115,049	128,103	139,837	125,481	129,620
PROFESSIONAL SERVICES									
PROFESSIONAL FEES LEGAL	45,906	89,356	77,324	125,029	53,152	70,093	117,100	85,322	116,450
PROF. FEES PLANNING	32,276	41,070	33,804	17,658	21,600	0	150,000	105,000	150,000
PROF. FEES AUDIT	8,300	12,500	16,100	20,012	22,325	22,307	24,000	24,000	24,000
PROF. FEES OFFICE REPORTERS	4,006	4,781	5,754	6,177	6,790	5,712	6,500	7,100	6,100
PROF. FEES ENGINEERING	6,603	2,538	9,386	-1,202	1,809	670	2,400	1,200	1,200
PROF. FEES OTHER	57,625	96,696	302,139	301,736	316,347	340,890	400,785	318,612	364,110
VEGETATION NUISANCE ABATEMENT								2,000	2,000
COMPUTER SERVICES	159,971	150,376	151,889	183,482	175,883	170,734	204,239	201,673	215,876
ADVERTISING	3,823	5,074	5,312	2,308	3,736	3,076	5,270	4,370	4,970
LEGAL RETAINERS	45,000	48,500	66,222	111,173	150,232	101,040	181,000	131,000	161,000
HEALTH / VERMIN CONTROL	6,435	6,242	4,867	5,432	5,445	5,169	6,000	6,000	6,000
REJIS			0	0	0	0	0	0	0
ELECTIONS	3,191	4,309	6,017	2,386	4,181	6,652	27,000	3,564	20,000
BLDG. COMM & INSP.	67,600	67,600	49,320	0	0	0	0	0	0
TOTAL	440,737	529,042	728,134	774,191	761,501	726,343	1,124,294	889,841	1,071,706

GENERAL FUND COMPARISONS	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
CONSOLIDATED EXPENDITURES									
MISCELLANEOUS EXPENSES									
CIVIL PREPAREDNESS	8,323	9,213	13,202	9,265	11,896	13,840	22,254	17,381	22,754
COMM RELATIONS	8,713	9,666	10,023	9,809	10,650	10,794	13,882	13,071	15,338
DUES	4,247	5,189	4,261	4,978	4,526	6,213	7,733	7,776	8,209
SUBSCRIPTIONS	22,824	26,301	40,248	46,774	40,199	60,848	80,510	67,800	80,927
TRAINING CLASSES & SEMINARS	4,999	4,648	7,999	22,616	15,464	18,224	34,933	22,029	32,485
TRAVEL EXPENSES - CLASSES / SEMINARS	7,959	18,568	20,156	14,613	9,550	18,696	43,270	38,280	51,680
POST SECONDARY TUITION	10,564	11,493	11,351	9,373	7,923	7,825	14,655	12,920	13,700
POSTAGE	52,081	19,772	9,866	12,134	13,083	9,607	15,670	11,460	14,342
SUNDRY			13,096	5,409	8,750	-1,148	8,000	0	8,000
DOGWOOD FESTIVAL	182,489	200,003	209,462	218,326	256,672	233,514	310,054	229,607	257,466
PROPERTY AND LIABILITY INSURANCE	38,296	43,389	44,824	45,794	25,111	51,763	55,066	58,002	65,505
VEHICLE INS.	27,914	57,963	43,497	28,529	12,096	8,672	9,800	9,441	18,358
MISC. EQUIPMENT PURCHASES					0		0		
CAPITAL ACQUISITIONS									
TOTAL	368,409	406,205	427,985	427,619	415,920	438,848	615,827	487,767	588,763
MULCH SITE								0	0
EQUIPMENT REPAIRS & MAINTENANCE	17,915	8,880	15,494	21,130	1,892	0	0	0	0
UTILITIES	10,347	10,404	5,485	5,816	4,735	6,528	6,618	6,762	6,852
CHEMICALS			0	224	0	0	0	0	0
SITE REPAIRS & MAINTENANCE	8,062	14,180	240	6,460	1,196	988	1,500	750	750
OUTSIDE SERVICES	19,326	15,560	11,100	13,254	35,483	61,852	69,550	69,550	69,550
ODOR CONSULTANT	10,000	10,000	10,000	5,000	5,000	0	0	0	0
TOTAL	65,650	59,024	42,319	51,884	48,307	69,367	77,668	77,062	77,152
GRAND TOTAL	11,876,232	12,265,684	11,555,288	11,849,252	12,492,462	12,768,446	14,012,895	13,400,460	14,683,975

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ADMINISTRATION DEPARTMENT

CITY OF LADUE 2020 BUDGET

FUND: General (1)**DEPARTMENT: Administration (44)**

Personnel Summary

Position	Pay Grade	Number of Employees
City Clerk	13	1
Accounting Clerk II (Shared with Finance)	6	0.5
Accounting Clerk I (Shared with Finance)	4	0.5
Administrative Assistant	4	1
Total full time employees		3
Total part time employees		0

Department Description and Activities:

The Administration Department works directly with the Mayor and City Council and is responsible for general oversight, administration and management of the City on a day-to-day basis and implementation of policy adopted by the City Council, including the annual operating budget and capital projects.

This department includes the divisions of Human Resources, Public Relations, Information Technology and City Prosecutor's Office and maintains the accuracy and security of all official City records, prepares and distributes City ordinances and resolutions, meeting notices, agendas and minutes, files official notices and responds to records requests. This department is responsible for technology support, personnel administration and contract oversight.

Business licenses, liquor licenses, solicitor permits and archery deer hunting permits are processed through the Administration Department.

FUND: GENERAL (1)
DEPT: ADMINISTRATION (44)
BUDGET SUMMARY

YEAR ENDING OR ENDED DECEMBER 31,				
2017	2018	2019		2020
ACTUAL	ACTUAL	BUDGET	FORECAST	BUDGET

Personnel:

4001	Base plus economic increase	361,854	248,123	213,606	210,020	224,567
4004	Retirement and Special Pay	0	590	0	0	0
4005	Overtime	0	17	1,800	0	1,800
4007	Temporary Help	0	5,169	0	0	0
4020	Social Security	26,924	18,219	13,244	15,811	17,339
4030	Health Insurance	47,993	36,745	26,019	24,759	30,949
4031	Dental Insurance	4,341	2,883	1,879	1,879	1,973
4032	Vision Insurance	1,076	789	645	645	665
4033	Life Insurance	715	426	333	333	350
4034	Disability Insurance	1,367	879	726	726	764
4050	Retirement Fund	39,389	18,658	20,819	24,149	42,851
4070	Workers' Compensation	502	129	205	215	241
Subtotal:		484,162	332,628	279,275	278,538	321,499

Supplies & Services

4110	Office Supplies and Printing	8,700	8,446	12,385	10,000	10,000
4121	Gasoline	2,828	2,704	3,185	2,520	3,063
4130	Computer Supplies	1,991	3,463	3,150	1,674	2,850
4170	Uniforms	0	500	300	300	300
4190	Other Supplies	984	1,343	1,100	815	1,100
4210	Building Maintenance	18,961	8,321	23,840	13,900	20,085
4220	Equipment Maintenance	1,899	1,222	3,334	1,014	3,334
4250	Maintenance Contracts	5,378	2,893	3,423	3,324	3,423
4310	Electric	6,412	6,360	6,587	6,500	6,500
4320	Gas/Heating	2,106	1,957	2,500	2,300	2,500
4330	Water/Sewer	2,972	2,043	3,630	2,700	3,100
4340	Trash Disposal	245	834	955	720	950
4350	Telephone	4,344	5,111	5,000	5,280	5,300
4351	Cell Phone	0	205	1,150	0	0
4410	Professional Fees- Legal	47,996	49,250	100,000	70,000	100,000
4412	Professional Fees- Audit	22,325	0	0	0	0
4413	Professional Fees- Office Reporters	1,856	2,555	2,500	3,500	2,500
4415	Professional Fees- Other	36,793	45,055	79,100	5,550	11,600
4420	Computer Services	67,678	57,733	53,867	64,094	78,732
4430	Advertising	1,049	1,021	1,700	1,100	1,700
4440	Legal Retainers	150,232	101,040	172,000	122,000	152,000
4470	Elections	4,181	6,652	27,000	3,564	20,000
4520	Community Relations	7,532	9,976	17,500	12,500	17,500
4530	Dues	5,625	5,781	6,467	5,680	6,467
4540	Subscriptions	616	635	500	400	500
4550	Training Classes and Seminars	3,276	777	2,975	940	2,450
4551	Travel Expenses	1,993	1,459	3,950	2,221	3,035
4570	Postage	4,245	5,513	10,100	7,500	8,500
4580	Sundry	1,187	2,034	3,850	1,400	3,250
4585	Dogwood Festival	8,750	-1,148	8,000	0	8,000
4590	Property & Liability Insurance	54,957	49,595	63,220	46,822	52,441
4595	Misc. Equipment Purchases	0	1,118	900	1,652	650
Subtotal:		477,112	384,448	624,168	399,970	531,830

TOTAL ADMINISTRATIVE EXPENDITURES	961,275	717,075	903,443	678,508	853,328
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GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES- ADMINISTRATION									
PERSONNEL									
SALARIES	457,515	494,900	467,768	336,092	361,854	248,123	213,606	210,020	224,567
RETIREMENT AND SPECIAL PAY	3,145	26,135	54,512	3,416	0	590	0	0	0
OVERTIME	2,548	2,548	419	1,615	0	17	1,800	0	1,800
TEMPORARY	14,494	0	0	0	0	5,169	0	0	0
TEMPORARY AGENCIES			0	1,991	0	0	0	0	0
SOCIAL SECURITY & MEDICARE	33,565	37,941	39,117	25,560	26,924	18,219	13,244	15,811	17,339
MEDICAL INS.	58,175	61,020	50,368	37,719	47,993	36,745	26,019	24,759	30,949
DENTAL INS.	6,177	6,031	5,024	4,458	4,341	2,883	1,879	1,879	1,973
VISION INS.	1,327	1,363	1,452	968	1,076	789	645	645	665
LIFE INS.	1,054	1,084	925	630	715	426	333	333	350
DISABILITY INSURANCE	1,576	1,728	1,476	1,106	1,367	879	726	726	764
RETIREMENT	52,330	52,601	49,360	48,507	39,389	18,658	20,819	24,149	42,851
WORKERS' COMP INS.	2,192	1,849	2,200	531	502	129	205	215	241
SUB-TOTAL	640,498	687,200	672,622	462,593	484,162	332,628	279,275	278,538	321,499
SUPPLIES									
OFFICE SUPPLIES & PRINTING	17,987	16,651	18,716	9,470	8,700	8,446	12,385	10,000	10,000
GASOLINE	6,863	6,668	3,930	3,084	2,828	2,704	3,185	2,520	3,063
COMPUTER SUPPLIES	3,931	3,041	7,309	2,096	1,991	3,463	3,150	1,674	2,850
UNIFORMS	1,618	160	939	513	0	500	300	300	300
OTHER SUPPLIES	732	1,402	1,540	1,100	984	1,343	1,100	815	1,100
SUB-TOTAL	31,131	27,922	32,434	16,264	14,503	16,456	20,120	15,309	17,313
MAINTENANCE									
BLDG. MAINTENANCE	22,515	23,129	28,749	8,783	18,961	8,321	23,840	13,900	20,085
EQUIPMENT MAINTENANCE	947	566	3,694	1,104	1,899	1,222	3,334	1,014	3,334
VEHICLE MAINTENANCE	1,616	2,069	404	0	0	0	0	0	0
MAINTENANCE CONTRACTS	11,242	10,570	7,884	4,279	5,378	2,893	3,423	3,324	3,423
SUB-TOTAL	36,320	36,334	40,730	14,166	26,238	12,437	30,597	18,238	26,842

GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES-ADMINISTRATION									
UTILITIES									
ELECTRIC	12,236	11,714	11,186	5,970	6,412	6,360	6,587	6,500	6,500
GAS	5,551	5,416	4,036	1,418	2,106	1,957	2,500	2,300	2,500
WATER/SEWER	5,660	2,464	2,737	2,610	2,972	2,043	3,630	2,700	3,100
TRASH DISPOSAL	1,115	879	373	245	245	834	955	720	950
TELEPHONE	12,019	13,829	10,736	8,843	4,344	5,111	5,000	5,280	5,300
MOBILE PHONE	1,638	2,879	1,479	187	0	205	1,150	0	0
PAGERS					0				
SUB-TOTAL	38,220	37,181	30,547	19,273	16,079	16,510	19,822	17,500	18,350
PROFESSIONAL SERVICES									
PROFESSIONAL FEES LEGAL	34,239	59,451	63,764	125,029	47,996	49,250	100,000	70,000	100,000
PROF. FEES PLANNING	32,276	41,070	33,804	0	0	0	0	0	0
PROF. FEES AUDIT	8,300	12,500	16,100	20,012	22,325	0	0	0	0
PROF. FEES OFFICE REPORTERS	4,006	4,781	5,754	2,327	1,856	2,555	2,500	3,500	2,500
PROF. FEES ENGINEERING	6,603	2,538	9,386	-2,843	0	0	0	0	0
PROF. FEES OTHER	6,444	3,738	46,681	22,323	36,793	45,055	79,100	5,550	11,600
COMPUTER SERVICES	47,306	43,667	42,868	63,411	67,678	57,733	53,867	64,094	78,732
ADVERTISING	1,553	2,891	2,884	554	1,049	1,021	1,700	1,100	1,700
LEGAL RETAINERS	45,000	48,500	66,222	111,173	150,232	101,040	172,000	122,000	152,000
HEALTH/ VERMIN CONTROL	6,435	6,242	4,867	0	0	0	0	0	0
ELECTIONS	3,191	4,309	6,017	2,386	4,181	6,652	27,000	3,564	20,000
BLDG. COMM & INSP.	67,600	67,600	49,320	0	0	0	0	0	0
SUB-TOTAL	262,953	297,287	347,665	344,371	332,110	263,306	436,167	269,808	366,532
MISCELLANEOUS EXPENSES									
COMM RELATIONS	7,141	6,791	9,890	5,996	7,532	9,976	17,500	12,500	17,500
DUES	6,540	6,748	6,672	5,852	5,625	5,781	6,467	5,680	6,467
SUBSCRIPTIONS	644	563	762	342	616	635	500	400	500
TRAINING CLASSES & SEMINARS	1,983	2,215	2,683	739	3,276	777	2,975	940	2,450
TRAVEL EXPENSES - CLASSES / SEMINARS	2,074	1,634	2,004	1,684	1,993	1,459	3,950	2,221	3,035
POST SECONDARY TUITION			4,230	0	0	0	0	0	0
POSTAGE	7,771	7,256	8,644	5,643	4,245	5,513	10,100	7,500	8,500
SUNDRY	2,313	4,369	3,423	4,007	1,187	2,034	3,850	1,400	3,250
DOGWOOD FESTIVAL			13,096	5,409	8,750	-1,148	8,000	0	8,000
PROPERTY AND LIABILITY INSURANCE	47,578	54,487	61,435	58,323	54,957	49,595	63,220	46,822	52,441
VEHICLE INS.	1,465	1,640	1,741	0	0	0	0	0	0
MISC. EQUIPMENT PURCHASES	200	1,045	932	1,259	0	1,118	900	1,652	650
SUB-TOTAL	77,708	86,748	115,511	89,254	88,182	75,739	117,462	79,115	102,793
GRAND TOTAL	1,086,829	1,172,672	1,239,509	945,921	961,275	717,076	903,444	678,508	853,328

FUND: GENERAL (1)				
DEPT: ADMINISTRATION (44)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
<u>SALARIES</u>				
4001	Base	213,606	210,020	224,567
4005	Overtime	1,800	0	1,800
TOTAL		215,406	210,020	226,367
<u>SOCIAL SECURITY</u>				
4020	FICA @ 6.2% & Medicare @ 1.45%	13,244	15,811	17,339
<u>HEALTH INSURANCE</u>				
4030	Estimated	26,019	24,759	30,949
<u>DENTAL INSURANCE</u>				
4031	Estimated	1,879	1,879	1,973
<u>VISION INSURANCE</u>				
4032	Estimated	645	645	665
<u>LIFE INSURANCE</u>				
4033	Estimated	333	333	350
<u>DISABILITY INSURANCE</u>				
4034	Estimated	726	726	764
<u>RETIREMENT FUND</u>				
4050	Estimated amount necessary to fund plan based on actuarial report.	20,819	24,149	42,851
<u>WORKERS' COMPENSATION</u>				
4070	Current Premium	205	215	241
<u>OFFICE SUPPLIES AND PRINTING</u>				
4110	Copy Machine \$499.00 Mly +Taxes+Usage,Maint	5,000	3,700	3,700
	Postage Machine & Folder	3,085	2,800	2,800
	Copy Machine Paper	800	600	600
	Envelopes	500	400	400
	Forms, Cards, etc.	900	500	500
	Other	2,100	2,000	2,000
TOTAL		12,385	10,000	10,000
<u>GASOLINE</u>				
4121	2019 - 1300 gal @\$2.45 (1300 gallons CC)	3,185	2,520	3,063
	2020 - 1250 gal @\$2.45 (1250 gallons CC)			
<u>COMPUTER SUPPLIES</u>				
4130	Component Upgrades & Workstation Replacement	1,500	500	1,500
	Printers (2) - Admin Asst (1)	800	500	500
	Printer Materials (toner, etc.)	650	500	650
	Other	200	174	200
TOTAL		3,150	1,674	2,850
<u>UNIFORMS</u>				
4170	Admin/Court Staff Shirts/Jackets \$100 each, 1/2			
	Accounting Clerk I and Accounting Clerk II	300	300	300

FUND: GENERAL (1)				
DEPT: ADMINISTRATION (44)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4190	<u>OTHER SUPPLIES</u>			
	Paper Towels, tissue, hand soap, etc.	700	615	700
	Other	400	200	400
	TOTAL	1,100	815	1,100
4210	<u>BUILDING MAINTENANCE</u>			
	HVAC	2,500	500	2,500
	HVAC Air Purifiers (Admin offices/CC 2 units/1,000/each)	2,000	0	0
	HVAC Air Purifiers UV Bulb Replacement Cell (\$300/each) replace every two years	0	0	600
	Plumbing Service	2,500	500	2,000
	Cleaning Service	6,030	5,340	5,500
	Carpet Cleaning/strip & refinish VCT floors	900	0	900
	Electric Service	500	1,450	500
	Roof Repairs	750	0	750
	Interior Painting	3,750	2,000	3,750
	Fire Extinguisher Service	125	125	285
	Termite/Pest Control	500		500
	Other (purchase mats, light bulbs, etc.)	1,800	2,500	1,800
	City Hall Flagpole Flood Light Replacement	1,485	1,485	0
	Repairs/Maintenance on the Coupola	1,000	0	1,000
	TOTAL	23,840	13,900	20,085
4220	<u>EQUIPMENT MAINTENANCE</u>			
	Generators	834	834	834
	Computer - Miscellaneous \$2,000, Switch \$1015	2,000	140	2,000
	Phone	200	0	200
	Other	300	40	300
	TOTAL	3,334	1,014	3,334
4250	<u>MAINTENANCE CONTRACTS</u>			
	Larimore Software	1,623	1,623	1,623
	A,T & T Global	1,000	901	1,000
	Systemaire	800	800	800
	TOTAL	3,423	3,324	3,423
4310	<u>ELECTRIC</u>			
	Current average monthly rate \$625 x 12	6,587	6,500	6,500
	2020 - No increase			
	TOTAL	6,587	6,500	6,500
4320	<u>GAS/HEATING</u>			
	Current average monthly rate \$500 x 12	2,500	2,300	2,500
	2020 - No increase			
	TOTAL	2,500	2,300	2,500
4330	<u>WATER & SEWER</u>			
	Sewer Current Average Quarterly Rate \$480 x 4	1,330	1,100	1,100
	Water Current average quarterly rate \$ 737 x 4	2,300	1,600	2,000
	MAW - 2020 increase 10% estimate			
	TOTAL	3,630	2,700	3,100
4340	<u>TRASH DISPOSAL</u>			
	Current monthly rate \$71 x 12 (+citishred \$15/month)	605	540	600
	Shredding	350	180	350
	TOTAL	955	720	950

FUND: GENERAL (1)				
DEPT: ADMINISTRATION (44)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4350	<u>TELEPHONE</u>			
	Regular Service - current monthly average \$942 x 12			
	2019 VoIP Service monthly charge \$903.48 plus fax	5,000	5,280	5,300
	TOTAL	5,000	5,280	5,300
4351	<u>CELL PHONE- CURRENT MONTHLY AVG.</u>			
	No Cellphones			
	Tablets - 8 @\$11/month plus \$7.09 account fee	1150	0	0
	TOTAL	1,150	0	0
	<u>PROFESSIONAL FEES</u>			
4410	Legal Fees & Lawsuit Deductibles Fire Contract Neg.	100,000	70,000	100,000
4413	Midwest Litigation Reporting	2,500	3,500	2,500
4415	Muni Code Corp.-Ordinances	6,000	5,550	6,000
4415	Muni Code Corp.-Codification of Zoning Ord. 1175	2,500	0	0
4415	Facilities Needs Assessment Estimate			
4415	CBIZ- Compensation Study			
4415	Community Outreach/Special Projects Manager	65,000	0	0
4415	Other (White Buffalo \$1,000)	5,600	0	5,600
	TOTAL	181,600	79,050	114,100
4420	<u>COMPUTER SERVICES</u>			
	Website Hosting - Vivid Sites (\$35/month)	420	0	420
	Web Site Maintenance (proposal 4 hrs (\$600)/month)	7,200	7,200	7,200
	Cable Internet Service (Charter)	444	450	450
	REJIS - PAMS Annual Fee \$1800 (2019 one time setup fee \$400)	0	2,250	1,800
	REJIS - PAMS (.50/case, 100 cases/month average)	0	325	600
	Code Red	1,158	1,158	1,158
	Adobe Professional - \$15/month/user - 3 users (1/2 Accounting Clerk I and Accounting Clerk II)	540	360	360
	Office 365 (Admin & Mayor/Council)+ labor for renewal licensing (1/2 Accounting Clerk I and Accounting Clerk II)	1,705	1,705	1,750
	Zobrio - Offsite Backup (\$350/month plus 3% increase in 2018)	4,500	5,000	8,292
	Zobrio - Remote Monitoring/Network Maintenance	37,000	37,000	40,000
	Zobrio - Antivirus	900	985	1,075
	SonicWALL - Service and Support (Annual)	0	1,161	1,200
	Archive Social	0	0	2,400
	Cyber Security Awareness/Cyber Fraud Training	0	0	7,027
	Other	0	6,500	5,000
		53,867	64,094	78,732
4430	<u>ADVERTISING</u>			
	Want Ads	300	0	300
	Public Notices	1,400	1,100	1,400
	TOTAL	1,700	1,100	1,700
4440	<u>LEGAL RETAINERS</u>			
	Prosecuting Attorney \$ 3,000 quarterly	12,000	12,000	12,000
	City Attorney	160,000	110,000	140,000
	TOTAL	172,000	122,000	152,000
4470	<u>ELECTIONS</u>			
	April 2019: 3 Council and Mayor	27,000	3,564	20,000
	April 2020: 3 Council			
	April 2020: Use Tax			

FUND: GENERAL (1)				
DEPT: ADMINISTRATION (44)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4520	<u>COMMUNITY RELATIONS</u>			
	Newsletter, Mailers, etc. - Printing	14,000	12,500	14,000
	Backstoppers	1,000	0	1,000
	New Residents Welcome Packets	2,500	0	2,500
	TOTAL	17,500	12,500	17,500
4530	<u>DUES</u>			
	Mo. Municipal League	1,252	1,252	1,252
	St. Louis County Municipal League	4,000	3,963	4,000
	City Tech	350	310	310
	MO. CMA	75	0	75
	ICMA	675	0	675
	MOCCFOA -State	40	40	40
	MOCCFOA - Eastern Division	25	25	25
	Other - MACA, MSLACA	50	90	90
	TOTAL	6,467	5,680	6,467
4540	<u>SUBSCRIPTIONS</u>			
	Domain Name	400	400	400
	Other	100	0	100
	TOTAL	500	400	500
4550	<u>TRAINING CLASSES & SEMINARS</u>			
	Local Organizational Mtgs.	600	300	500
	Mo. Muni League	275	10	200
	MCMA, City Manager	500	0	0
	PA Assistant Annual Conference	0	125	125
	St. Louis County Muni League (annual fee \$150)	150	100	100
	MOCCFOA Spring Institute	0	330	700
	MAPERS	0	75	75
	Other, training	1,450	0	750
	TOTAL	2,975	940	2,450
4551	<u>TRAVEL EXPENSES - CLASSES / SEMINARS</u>			
	MCMA	500	0	0
	Missouri Municipal League	600	0	0
	Prosecuting Attorney Annual Conference	0	315	315
	PA Assistant MACA Annual Conference	0	640	640
	MOCCFOA Spring Institute	0	615	1,230
	MAPERS	0	506	550
	Other	2,850	145	300
	TOTAL	3,950	2,221	3,035
4560	<u>POST SECONDARY TUITION</u>	0	0	0
		0	0	0
4570	<u>POSTAGE</u>			
	Estimated	7,100	5,500	5,500
	Newsletters	3,000	2,000	3,000
	TOTAL	10,100	7,500	8,500

FUND:	GENERAL (1)			
DEPT:	ADMINISTRATION (44)			
	BUDGET DETAIL	BUDGET	FORECAST	BUDGET
	FISCAL YEAR ENDING DECEMBER 31, 2020	FY 2019	FY 2019	FY 2020
4580	<u>SUNDRY</u>			
	Petty Cash	500	350	500
	Memorial Donations	250	0	250
	Retirement/Service Awards	500	0	0
	Fingerprint Fees -Licensees	1,200	750	1,200
	Garden Club	1,000	0	1,000
	Shredding	0		
	Courier Service	150	50	50
	Other	250	250	250
	TOTAL	3,850	1,400	3,250
4585	<u>DOGWOOD FESTIVAL</u>			
	Expenses	8,000	0	8,000
4590	<u>PROPERTY & LIABILITY INSURANCE</u>			
	Estimate	63,220	46,822	52,441
		63,220	46,822	52,441
4595	<u>MISC. EQUIPMENT PURCHASES</u>			
	Replacement Ice Maker	0	1154	0
	Desk Chair - AP Clerk	500	358	250
	2018 - 20 Folding Tables \$1800/80 Folding Chairs \$1600	400	0	400
	Monitor Riser	0	140	0
	Total	900	1,652	650
	TOTAL ADMINISTRATIVE EXPENDITURES	903,443	678,508	853,328

POLICE DEPARTMENT

CITY OF LADUE 2020 BUDGET

FUND: General (1)**DEPARTMENT: Police (45)**

Personnel Summary

Position	Pay Grade	Number of Employees
Police Chief	13	1
Police Captain	11	1
Police Lieutenant	Step	2
Police Sergeant	Step	5
Police Officer	Step	19
Communications Supervisor	7	1
Communications Officer	4	5
Total full time employees		34
Total part time employees		0

Department Description and Activities:

The Ladue Police Department is committed to excellence in law enforcement and is dedicated to the people, and traditions of our City. The primary functions of the Police Department are patrol, criminal investigations, traffic control, community relations, and public safety dispatching.

The patrol division is the largest division within the Police Department, consisting of four teams which include two lieutenants, four sergeants, twelve officers, two traffic officers, and a school resource officer. Some of the basic responsibilities of our patrol officers include the appropriate enforcement of laws and ordinances, preserving the public peace, investigating crimes, protecting lives, property and individual rights, providing general police services to the public where appropriate, prevention and detection of crime, and apprehension and prosecution of offenders. Officers assigned to the traffic safety unit are primarily responsible for the enforcement of all traffic laws and ordinances, the investigation of traffic crashes, directing and controlling traffic, and identifying traffic-related needs of the unit and community. The primary responsibility of the school resource officer is to support and facilitate the educational process within the Ladue School District by providing a safe and secure environment through building and establishing meaningful relationships with students, parents, and staff.

The Criminal Investigations Unit is comprised of two Detectives and one Detective Sergeant, who supervises the bureau. This group of officers are tasked with investigating all crimes that are forwarded to them from our Patrol Officers and they have received specialized training in the areas of interviewing, crime scene processing, and forensic evidence.

The Communications Division is the second largest group in our Department as we have six civilian employees assigned to this unit. The Communications Division is supervised by the Communications Supervisor / Coordinator for Administration and has five Communications Officers. This unit is what is known as the Public Safety Answering Point (PSAP) because they are the ones answering every telephone call, every 911 emergency call, and all police radio traffic in the City.

The Chief of Police and Captain are responsible for all administrative activities and overseeing every aspect of the Police Department.

FUND: GENERAL (1)
DEPT: POLICE (45)
BUDGET SUMMARY

YEAR ENDING OR ENDED DECEMBER 31,				
2017	2018	2019	2019	2020
ACTUAL	ACTUAL	BUDGET	FORECAST	BUDGET

Personnel:

4001	Base	2,099,503	2,081,586	2,182,162	2,056,580	2,216,162
4002	Communications	360,129	385,624	382,627	378,576	379,521
4004	Retirement and Special Pay	53,141	9,259	69,700	80,212	71,000
4005	Overtime	112,662	107,973	98,500	145,500	100,000
4006	Holiday Pay	82,672	84,996	90,316	85,987	97,312
4020	Social Security	57,215	60,927	58,771	61,154	62,439
4030	Health Insurance	376,842	408,049	559,982	475,159	593,949
4031	Dental Insurance	29,322	29,976	30,265	30,265	31,779
4032	Vision Insurance	6,473	6,491	6,703	6,703	6,904
4033	Life Insurance	4,708	4,283	3,979	3,979	4,131
4034	Disability Insurance	9,051	8,720	8,700	8,700	9,004
4040	Pension Fund	788,154	830,351	800,344	816,152	871,705
4050	Retirement Fund	44,639	43,540	36,848	44,574	74,350
4070	Workers' Compensation	40,753	25,761	41,072	38,000	43,700
		4,065,261	4,087,536	4,369,968	4,231,541	4,561,957

Supplies & Services

4110	Office Supplies and Printing	5,946	7,608	6,450	6,450	6,450
4120	Operational Equipment & Supplies	7,910	11,852	11,600	11,475	11,850
4121	Gasoline	32,715	42,943	55,125	40,000	50,000
4130	Computer Supplies	6,510	4,047	4,200	5,775	7,000
4140	Photo Equipment & Supplies	250	1,071	1,900	1,750	1,900
4160	Firearms Program	8,510	9,562	9,900	9,900	10,000
4170	Uniforms	34,304	26,010	29,800	29,800	29,000
4190	Other Supplies	2,104	2,210	2,350	3,200	3,250
4210	Building Maintenance	41,692	35,852	28,300	38,320	35,575
4220	Equipment Maintenance	3,927	5,515	7,000	5,850	11,200
4230	Vehicle Maintenance	15,571	18,353	23,900	18,838	21,550
4250	Maintenance Contracts	15,373	14,376	19,850	19,315	15,847
4310	Electric	24,893	24,692	24,500	20,000	20,000
4320	Gas/Heating	6,428	6,737	6,500	8,500	8,500
4330	Water/Sewer	3,119	3,617	6,700	4,000	4,000
4340	Trash Disposal	1,206	1,105	1,330	1,200	1,200
4350	Telephone	6,154	7,464	6,500	5,800	5,800
4351	Cell Phone	1,462	1,502	3,550	3,000	3,050
4410	Professional Fees- Legal	1,400	16,687	9,000	8,000	9,000
4415	Professional Fees- Other	8,124	8,689	15,500	9,450	15,750
4420	Computer Services	83,958	79,727	97,840	88,000	88,000
4430	Advertising	597	59	1,000	1,000	1,000
4520	Community Relations	797	1,770	1,750	2,100	2,250
4530	Dues	2,010	1,468	1,735	2,025	3,055
4540	Subscriptions	2,741	4,108	5,500	5,460	5,800
4550	Training Classes and Seminars	10,985	24,300	33,025	23,355	30,050
4551	Travel Expenses	9,763	10,516	15,750	6,100	9,950
4560	Post Secondary Tuition	4,070	5,414	12,820	9,080	6,500
4570	Postage	1,568	446	1,000	1,800	1,500
4580	Sundry	2,905	1,984	2,000	2,175	2,200
4590	Property & Liability Insurance	70,804	63,054	84,622	62,605	70,118
4591	Vehicle Insurance	6,763	10,100	10,744	11,316	12,674
4595	Misc. Equipment Purchases	2,485	2,393	3,500	3,495	7,500

Subtotal: 427,044 455,229 545,241 469,134 511,519

TOTAL POLICE EXPENDITURES 4,492,305 4,542,765 4,915,209 4,700,675 5,073,476

GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES- POLICE									
PERSONNEL									
SALARIES	1,849,941	1,906,456	1,938,269	1,952,865	2,099,503	2,081,586	2,182,162	2,056,580	2,216,162
SALARIES COMMUNICATIONS	370,479	339,023	368,218	386,584	360,129	385,624	382,627	378,576	379,521
RETIREMENT AND SPECIAL PAY	5,709	33,762	41,796	45,234	53,141	9,259	69,700	80,212	71,000
OVERTIME	144,359	146,145	153,192	100,102	112,662	107,973	98,500	145,500	100,000
HOLIDAY	67,133	80,724	82,972	69,113	82,672	84,996	90,316	85,987	97,312
SOCIAL SECURITY & MEDICARE	52,468	52,270	55,064	56,211	57,215	60,927	58,771	61,154	62,439
MEDICAL INS.	285,073	306,638	307,316	330,318	376,842	408,049	559,982	475,159	593,949
DENTAL INS.	27,328	29,401	28,440	27,610	29,322	29,976	30,265	30,265	31,779
VISION INS.	6,455	6,760	6,562	6,186	6,473	6,491	6,703	6,703	6,904
LIFE INS.	5,089	4,918	4,558	4,349	4,708	4,283	3,979	3,979	4,131
DISABILITY INSURANCE	7,602	7,864	7,321	7,449	9,051	8,720	8,700	8,700	9,004
PENSION	1,118,061	1,200,012	694,629	715,326	788,154	830,351	800,344	816,152	871,705
RETIREMENT	35,293	42,071	33,712	38,157	44,639	43,540	36,848	44,574	74,350
WORKERS' COMP INS.	38,615	46,094	49,428	45,268	40,753	25,761	41,072	38,000	43,700
SUB-TOTAL	4,013,606	4,202,138	3,771,478	3,784,772	4,065,261	4,087,536	4,369,968	4,231,541	4,561,957
SUPPLIES									
OFFICE SUPPLIES & PRINTING	6,266	6,126	6,033	5,148	5,946	7,608	6,450	6,450	6,450
OPERATIONAL EQUIPMENT & SUPPLIES	19,029	32,593	22,664	13,387	7,910	11,852	11,600	11,475	11,850
GASOLINE	67,290	69,579	45,674	35,630	32,715	42,943	55,125	40,000	50,000
COMPUTER SUPPLIES	11,534	16,180	7,298	6,526	6,510	4,047	4,200	5,775	7,000
PHOTO EQUIPMENT & SUPPLIES		1,434	1,380	0	250	1,071	1,900	1,750	1,900
AMMUNITION & TARGETS	10,223	13,042	8,226	5,555	8,510	9,562	9,900	9,900	10,000
UNIFORMS	23,854	18,525	22,858	33,741	34,304	26,010	29,800	29,800	29,000
OTHER SUPPLIES	1,452	1,882	908	2,522	2,104	2,210	2,350	3,200	3,250
EQUIPMENT RENTAL				0	0	0	0	0	0
SUB-TOTAL	139,648	159,361	115,040	102,509	98,249	105,303	121,325	108,350	119,450
MAINTENANCE									
BLDG. MAINTENANCE	34,664	40,449	28,583	33,987	41,692	35,852	28,300	38,320	35,575
EQUIPMENT MAINTENANCE	10,679	7,243	4,960	4,407	3,927	5,515	7,000	5,850	11,200
VEHICLE MAINTENANCE	30,588	15,032	22,403	18,639	15,571	18,353	23,900	18,838	21,550
MAINTENANCE CONTRACTS	10,784	13,219	17,811	15,164	15,373	14,376	19,850	19,315	15,847
SUB-TOTAL	86,715	75,943	73,757	72,197	76,564	74,095	79,050	82,323	84,172

GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES-POLICE									
PERSONNEL									
UTILITIES									
ELECTRIC	21,135	23,517	23,452	25,796	24,893	24,692	24,500	20,000	20,000
GAS	5,897	6,905	5,978	5,578	6,428	6,737	6,500	8,500	8,500
WATER / SEWER	4,297	3,198	2,460	2,743	3,119	3,617	6,700	4,000	4,000
TRASH DISPOSAL	1,364	1,614	898	1,231	1,206	1,105	1,330	1,200	1,200
TELEPHONE	11,433	13,336	12,481	12,544	6,154	7,484	6,500	5,800	5,800
MOBILE PHONE	4,590	3,978	3,069	2,780	1,462	1,502	3,550	3,050	3,050
PAGERS				0	0		0	0	0
SUB-TOTAL	48,716	52,548	48,338	50,672	43,262	45,117	49,080	42,500	42,550
PROFESSIONAL SERVICES									
PROFESSIONAL FEES LEGAL	5,030	19,974	6,226	0	1,400	16,687	9,000	8,000	9,000
PROF. FEES OTHER	9,599	6,240	12,128	13,705	8,124	8,689	15,500	9,450	15,750
COMPUTER SERVICES	91,894	85,575	87,646	90,723	83,958	79,727	97,840	88,000	88,000
ADVERTISING	995	1,135	1,900	710	597	59	1,000	1,000	1,000
REJIS				0	0	0	0	0	0
SUB-TOTAL	107,518	112,924	107,900	105,138	94,079	105,162	123,340	106,450	113,750
MISCELLANEOUS EXPENSES									
CIVIL PREPAREDNESS	278	584	587	803	797	1,770	1,750	0	0
COMM RELATIONS	775	1,180	1,253	1,233	2,010	1,468	1,735	2,100	2,250
DUES	1,812	3,681	2,396	2,772	2,741	4,108	5,500	2,025	3,055
SUBSCRIPTIONS	11,825	7,186	17,650	20,086	10,985	24,300	33,025	5,460	5,800
TRAINING CLASSES & SEMINARS	1,831	1,417	2,564	15,959	9,763	10,516	33,025	23,355	30,050
TRAVEL EXPENSES - CLASSES / SEMINARS	6,433	11,824	15,209	5,805	4,070	5,414	15,750	6,100	9,950
POST SECONDARY TUITION	1,141	1,292	1,290	1,372	1,568	446	12,820	9,080	6,500
POSTAGE	1,583	2,705	2,521	1,247	2,905	1,984	1,000	1,800	1,500
SUNDRY	63,924	68,004	67,266	63,686	70,804	63,054	2,000	2,175	2,200
PROPERTY AND LIABILITY INSURANCE	7,851	8,894	9,600	10,087	6,763	10,100	84,621	62,605	70,118
VEHICLE INS.							10,744	11,316	12,674
MISC. EQUIPMENT PURCHASES	21,422	7,490	4,670	1,083	2,485	2,393	3,500	3,495	7,500
SUB-TOTAL	118,875	114,257	125,006	124,132	114,891	125,552	172,446	129,511	151,597
GRAND TOTAL	4,515,078	4,717,171	4,241,519	4,239,420	4,492,305	4,542,765	4,915,209	4,700,675	5,073,476

FUND: GENERAL (1)				
DEPT: POLICE (45)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
<u>SALARIES</u>				
4001	Base	2,182,162	2,056,580	2,216,162
4002	Communications	382,627	378,576	379,521
4004	Retirement and Special Pay	69,700	80,212	71,000
4005	Overtime	98,500	145,500	100,000
4006	Holiday Pay	90,316	85,987	97,312
	TOTAL	2,823,305	2,746,855	2,863,996
<u>4020 SOCIAL SECURITY</u>				
	FICA @ 6.2% & Medicare @1.45%	58,771	61,154	62,439
<u>4030 HEALTH INSURANCE</u>				
	Estimated	559,982	475,159	593,949
<u>4031 DENTAL INSURANCE</u>				
	Estimated	30,265	30,265	31,779
<u>4032 VISION INSURANCE</u>				
	Estimated	6,703	6,703	6,904
<u>4033 LIFE INSURANCE</u>				
	Estimated	3,979	3,979	4,131
<u>4034 DISABILITY INSURANCE</u>				
	Estimated	8,700	8,700	9,004
<u>4040 PENSION FUND</u>				
	Estimated amount necessary to fund plan based on actuarial report.	800,344	816,152	871,705
<u>4050 RETIREMENT FUND</u>				
	Estimated amount necessary to fund plan based on actuarial report.	36,848	44,574	74,350
<u>4070 WORKERS' COMPENSATION</u>				
	Current Premium	41,072	38,000	43,700
<u>4110 OFFICE SUPPLIES & PRINTING</u>				
	Copy machine (Lease & Maint.)	2,700	2,700	2,700
	Printing, Paper, Business Cards, Etc.	2,250	2,250	2,250
	Other	1,500	1,500	1,500
	TOTAL	6,450	6,450	6,450
<u>4120 OPERATIONAL EQUIPMENT & SUPPLIES</u>				
	No Parking Signs and Stakes	1,000	1,000	1,000
	Flares	1,000	900	1,000
	First Aid & Medical Kit Supplies	750	1,750	500
	AED Batteries & Pads	1,250	0	1,250
	Fingerprint & Evidence Supplies	3,900	3,900	3,900
	Ticket Paper	200	275	300
	Radio Batteries	250	400	400
	Taser Training Cartridges/Supplies	2,000	2,000	2,000
	Prisoner Uniforms/Supplies	750	250	500
	Other	500	1,000	1,000
	TOTAL	11,600	11,475	11,850

FUND: GENERAL (1)				
DEPT: POLICE (45)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4121	<u>GASOLINE</u>			
	22,500 gal. no-lead gas @ \$2.45	55,125	40,000	50,000
4130	<u>COMPUTER SUPPLIES</u>			
	Printer Supplies & Printers(s)	3,200	5,000	5,000
	CD/DVR Discs & Misc. Equipment	500	525	1,500
	Other	500	250	500
	TOTAL	4,200	5,775	7,000
4140	<u>PHOTO EQUIPMENT & SUPPLIES</u>	1,900	1,750	1,900
4160	<u>FIREARMS PROGRAM</u>			
	Ammunition / Service / Practice	7,500	7,500	6,000
	Firearms Supplies	1,000	1,000	500
	Targets, Range Equipment, Trailer	1,400	1,400	3,500
	TOTAL	9,900	9,900	10,000
4170	<u>UNIFORMS</u>			
	Officers & Civilians (\$600 x 33)	19,800	18,000	20,400
	New Hires @ \$2700 per	5,400	8,000	3,000
	Body Armor @ \$775 each	3,100	3,100	4,000
	Other	1,500	700	1,600
	TOTAL	29,800	29,800	29,000
4190	<u>OTHER SUPPLIES</u>			
	Misc. Toiletries, Coffee, etc.	2,000	3,000	3,000
	Other	350	200	250
	TOTAL	2,350	3,200	3,250
4210	<u>BUILDING MAINTENANCE</u>			
	Janitorial Service	11,200	11,200	11,200
	1st and 2nd main hall floor stripping and refinishing	800	765	800
	Heating & Air Conditioning	5,800	16,000	10,000
	Holding Facility Cleaning and Disinfecting	500	575	600
	Plumbing	2,000	2,000	2,000
	Elevator	1,200	1,000	1,200
	Rottler Pest Control \$45.00 qtr.	200	180	200
	Power wash/Clean building exterior	900	900	900
	Window Blind Cleaning	600	600	600
	Window Cleaning	600	600	600
	Conference Room Tables & Equipment	2,000	2,000	4,975
	Other	2,500	2,500	2,500
	TOTAL	28,300	38,320	35,575
4220	<u>EQUIPMENT MAINTENANCE</u>			
	Computer Hardware & Software	1,500	1,500	500
	Radar & In-Car Camera	1,600	1,750	1,750
	Automatic Controls / WebControl System	400	0	5,500
	Cameras, Intercoms, Door Trips	1,000	500	1,000
	Generators	1,200	1,000	1,200
	PBT & Defibrillators	500	350	500
	Other	800	750	750
	TOTAL	7,000	5,850	11,200

FUND: DEPT:	GENERAL (1) POLICE (45) BUDGET DETAIL FISCAL YEAR ENDING DECEMBER 31, 2020	BUDGET	FORECAST	BUDGET
		FY 2019	FY 2019	FY 2020
4230	<u>VEHICLE MAINTENANCE</u>			
	General Maintenance, Tires, etc.	20,000	15,000	17,500
	Car Wash	3,600	3,588	3,800
	Licenses & Registrations	300	250	250
	TOTAL	23,900	18,838	21,550
4250	<u>MAINTENANCE CONTRACTS</u>			
	Foremost Fitness	450	450	450
	Computer Software (Larimore)	6,500	6,500	2,447
	PlanIt Police (Scheduling Software)	1,600	1,600	1,600
	LiveScan Fingerprint Maintenance Contract	6,150	1,300	6,000
	GPS Tracker Monitoring	350	200	250
	Elevator Inspections	1,600	1,615	1,600
	File-on-Q	1,700	6,150	2,000
	HVAC	1,500	1,500	1,500
	TOTAL	19,850	19,315	15,847
4310	<u>ELECTRIC</u>			
	Current estimate 10 year avg.	24,500	20,000	20,000
4320	<u>GAS/HEATING</u>			
	Current estimate	6,500	8,500	8,500
4330	<u>WATER & SEWER</u>			
	Sewer w/ 10.7% Increase	3,200	2,000	2,000
	Water w/ 25% Increase	3,500	2,000	2,000
	TOTAL	6,700	4,000	4,000
4340	<u>TRASH DISPOSAL</u>			
	Current monthly rate \$27.24 x 12	330	350	350
	Paper Destruction	1,000	850	850
	TOTAL	1,330	1,200	1,200
4350	<u>TELEPHONE</u>			
	Reg service-monthly avg. 516 x 12	6,500	5,800	5,800
4351	<u>MOBILE PHONE</u>			
	Regular Service \$183.33 x 12	2,200	1,950	1,950
	Miscellaneous	150	50	100
	Phone Replacements	1,200	1,000	1,000
	TOTAL	3,550	3,000	3,050
4410	<u>PROFESSIONAL FEES - LEGAL</u>			
	Current Estimate	9,000	8,000	9,000
4415	<u>PROFESSIONAL FEES - OTHER</u>			
	Medical Examinations, Drug/Alcohol Testing	1,000	300	500
	Psychological Examinations	750	1,250	750
	Physical Screening	3,500	1,100	3,050
	MPCA Agency Accreditation	2,000	0	4,000
	RCEEG Unit Yr. Fee	3,000	3,100	3,200
	Jail Fees	3,000	1,000	2,000
	Polygraph Exams	750	1,000	750
	ErgoMetrics Annual Fee/Testing	1,500	1,700	1,500
	TOTAL	15,500	9,450	15,750

FUND: GENERAL (1)				
DEPT: POLICE (45)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4420	<u>COMPUTER SERVICES</u>			
	Rejis	88,500	80,000	80,000
	CodeRED	2,400	2,400	2,400
	Live-Scan Interface	600	0	0
	Policy & Procedure Software System	700	0	0
	Office 365	5,640	5,600	5,600
	TOTAL	97,840	88,000	88,000
4430	<u>ADVERTISING</u>			
	Want Ads, Bid Requests, etc.	1,000	1,000	1,000
4520	<u>COMMUNITY RELATIONS</u>			
	Public Relations	500	500	500
	P2D2 Program	750	0	750
	Pamphlets and Literature	500	1,600	1,000
	TOTAL	1,750	2,100	2,250
4530	<u>DUES</u>			
	IACP	150	570	200
	MO Police Chief's Assn.	200	200	200
	FBI NA Associates	85	105	105
	LEEDS Member (4)	200	200	200
	Midwest Fraud Investigators	75	75	75
	Major Case Squad - member fee (3)	225	225	225
	Major Case Squad Agency Fee	250	250	250
	IACIS	75	75	75
	Backstoppers	150	150	150
	NABI	75	75	75
	SLAPCA	50	50	50
	Crimestoppers	0	0	1,000
	North SLC Police Chiefs Association	0	0	250
	Other	200	50	200
	TOTAL	1,735	2,025	3,055
4540	<u>SUBSCRIPTIONS</u>			
	Leads on Line	1,500	1,585	1,500
	Trans-Union yearly	200	500	500
	IACP	900	875	900
	T.L.O. Database Access	900	600	600
	CLEAR	1,500	1,800	1,800
	Other	500	100	500
	TOTAL	5,500	5,460	5,800
4550	<u>TRAINING CLASSES & SEMINARS</u>			
	FBI National Academy Training & Conference	0	0	750
	Police Legal Sciences	5,600	5,580	5,600
	Police Academy	4,500	4,350	4,500
	Northwestern University Staff & Command	3,750	4,000	0
	Cyber Crimes/Forensics	3,000	0	3,000
	Defensive Tactics (LOCKUP, TASER, ASP, OC)	2,500	0	3,000
	Virtual Academy	2,200	2,160	2,200
	SLU Leadership	1,800	0	1,800
	Women's Leadership Institute	1,400	0	0
	Crime Analysis	600	0	0
	Northwestern University Supervisor Training	1,000	0	1,000
	Force Science Institute	1,000	1,600	1,500
	Death investigators Training	850	0	850
	IACP Conference	425	1,165	425
	CJIS Conference	250	250	275
	Records/Dispatch Conference	150	0	150
	Other	4,000	4,250	5,000
	TOTAL	33,025	23,355	30,050

FUND:	GENERAL (1)			
DEPT:	POLICE (45)			
	BUDGET DETAIL	BUDGET	FORECAST	BUDGET
	FISCAL YEAR ENDING DECEMBER 31, 2020	FY 2019	FY 2019	FY 2020
4551	<u>TRAVEL EXPENSES-CLASSES / SEMINARS</u>			
	FBI National Academy Training & Conference	0	0	1,500
	Northwestern University Staff & Command(10 week course)	7,500	0	0
	IACP Conference	1,500	3,000	1,500
	Cyber Crimes/Forensics	1,200	0	1,200
	Northwestern University Supervisor Training	1,000	0	1,000
	Force Science Institute	1,000	1,600	1,000
	Defensive Tactics	1,000	0	1,000
	CJIS Conference	500	500	500
	Records/Dispatch Conference	300	0	500
	Other	1,750	1,000	1,750
	TOTAL	15,750	6,100	9,950
4560	<u>POST SECONDARY TUITION</u>			
	David Arflack	6,410	2,880	0
	Jim Gehm	6,410	6,200	6,500
	TOTAL	12,820	9,080	6,500
4570	<u>POSTAGE</u>			
	General	1,000	1,800	1,500
4580	<u>SUNDRY</u>			
	Petty Cash	500	0	500
	St. Louis County Prayer Breakfast	200	200	200
	Prisoners Food	500	500	500
	Awards	500	675	500
	Other	300	800	500
	TOTAL	2,000	2,175	2,200
4590	<u>PROPERTY & LIABILITY INSURANCE</u>			
	Current Premium	84,622	62,605	70,118
	TOTAL	84,622	62,605	70,118
4591	<u>VEHICLE INSURANCE</u>			
	Current Premium	10,744	11,316	12,674
	TOTAL	10,744	11,316	12,674
4595	<u>MISC. EQUIPMENT PURCHASES</u>			
	Defensive Tactics Training Equipment	1,500	1,445	1,500
	Conference Room Renovation	0	0	5,400
	Miscellaneous Appliances/Equipment	2,000	2,050	600
	TOTAL	3,500	3,495	7,500
	TOTAL POLICE EXPENDITURES	4,915,209	4,700,675	5,073,476

FIRE DEPARTMENT

CITY OF LADUE 2020 BUDGET

FUND: General (1)
DEPARTMENT: Fire (46)

Personnel Summary

Position	Pay Grade	Number of Employees
Fire Chief	13	1
Assistant Fire Chief	11	1
Fire Captain	Step	6
Fire Lieutenant	Step	3
Firefighter/Paramedic	Step	21
Administrative Assistant	4	1
Total full time employees		32
Total part time employees		1

Department Description and Activities:

The Ladue Fire Department is a full-service, professional department that provides fire suppression, rescue, Advanced Life Support ambulance service, inspections, public fire prevention education programs and community risk reduction for our residents.

We provide service to approximately 8,600 residents in 8.3 square miles and have two fire stations:

House 1 located at 9213 Clayton Road, houses our Advanced Life Support Ambulance and 1 Heavy Duty Rescue Pumper along with our administrative offices.
House 2 located at 9911 Clayton Road houses a Heavy-Duty Rescue Pumper.

Each fire truck is continuously staffed with a minimum of three Firefighter-Paramedics. Our Advanced Life Support Ambulance is always staffed with two Paramedic-Firefighters. We have automatic mutual-aid with every city in the Greater St. Louis Area which provides for seamless response to even the most challenging emergencies.

The Ladue Fire Department prides itself on being part of the community. We strive to provide a high quality of service for our residents and take a modern-day approach to firefighting and emergency medical services which emphasizes treating our residents like extended family. We work together with other departments within the City of Ladue to provide excellent service for our residents.

The Ladue Fire Department's mission statement encompasses the essence of the fire department: "The dedicated men and women of the Ladue Fire Department are committed and prepared to provide exceptional Emergency Services while honoring the trust and respect bestowed upon us from the Citizens of Ladue." This mission statement highlights the foundation on which we operate; words like trust and respect are not just words but fundamental beliefs that can be

FUND: GENERAL (1)
DEPT: FIRE (46)
BUDGET SUMMARY

YEAR ENDING OR ENDED DECEMBER 31,				
2017	2018	2019	2019	2020
ACTUAL	ACTUAL	BUDGET	FORECAST	BUDGET

Personnel:

4001	Base plus economic increase	2,611,228	2,649,542	2,732,221	2,683,520	2,815,340
4004	Retirement and Special Pay	47,470	8,995	6,000	6,010	6,500
4005	Overtime	153,998	210,502	150,000	145,000	150,000
4006	Holiday pay	91,251	93,619	96,832	96,106	97,971
4020	Social Security	46,156	47,638	41,447	44,374	46,174
4030	Health Insurance	406,462	471,690	540,669	552,865	691,081
4031	Dental Insurance	32,176	33,880	35,256	35,256	37,019
4032	Vision Insurance	6,509	6,670	6,920	6,920	7,127
4033	Life Insurance	5,013	4,644	4,226	4,226	4,337
4034	Disability Insurance	9,583	9,422	9,328	9,328	9,572
4040	Pension Fund	998,892	1,031,045	993,353	1,018,547	1,066,258
4070	Workers' Compensation	106,936	65,756	78,581	64,347	73,999
		4,515,674	4,633,404	4,694,832	4,666,498	5,005,378

Supplies & Services

4110	Office Supplies and Printing	4,404	2,550	4,100	3,650	3,948
4120	Operational Equipment & Supplies	1,648	3,772	6,818	6,760	7,624
4121	Gasoline	16,965	23,569	25,464	23,750	22,572
4130	Computer Supplies	2,246	658	1,610	810	808
4140	Photo Equipment & Supplies	0	0	800	0	100
4150	Ambulance Supplies	14,827	15,629	16,020	15,696	17,508
4170	Uniforms	30,432	20,394	33,420	21,468	28,320
4190	Other Supplies	5,640	5,406	6,420	6,404	6,420
4195	Equipment Rental	6,449	0	1,000	1,000	1,000
4210	Building Maintenance	8,733	8,874	10,200	12,275	18,400
4220	Equipment Maintenance	9,192	5,925	10,676	8,688	8,366
4230	Vehicle Maintenance	57,828	62,841	58,944	56,820	61,912
4250	Maintenance Contracts	16,629	15,768	15,125	14,806	17,229
4310	Electric	13,598	16,433	16,400	12,900	14,508
4320	Gas/Heating	2,728	3,761	5,918	4,140	4,500
4330	Water/Sewer	3,458	6,172	4,840	5,024	5,128
4340	Trash Disposal	1,554	2,302	1,980	2,166	2,166
4350	Telephone	2,106	2,393	2,700	2,784	3,000
4351	Cell Phone	1,829	2,523	2,704	2,704	3,200
4410	Professional Fees- Legal	3,057	4,156	7,600	7,322	7,450
4415	Professional Fees- Other	255,759	266,962	273,785	270,612	306,260
4420	Computer Services	19,424	17,688	21,128	19,594	19,139
4430	Advertising	72	36	300	0	0
4520	Community Relations	3,567	2,094	3,004	2,781	3,004
4530	Dues	2,259	2,252	3,195	3,195	3,645
4540	Subscriptions	847	827	398	323	309
4550	Training Classes and Seminars	23,194	29,522	34,520	34,415	37,812
4551	Travel Expenses	1,353	1,076	3,283	2,208	5,200
4560	Post Secondary Tuition	5,480	13,282	29,750	28,500	41,780
4570	Postage	204	137	300	250	300
4580	Sundry	1,871	1,076	1,590	1,255	1,582
4590	Property & Liability Insurance	74,268	60,285	80,908	60,000	67,200
4591	Vehicle Insurance	9,537	19,533	20,779	21,890	24,517
4595	Misc. Equipment Purchases	9,181	4,808	2,350	2,344	7,958
Subtotal:		610,337	622,702	708,029	656,534	752,865

TOTAL FIRE EXPENDITURES

5,126,011	5,256,106	5,402,861	5,323,032	5,758,243
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GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES- FIRE									
PERSONNEL									
SALARIES	2,237,095	2,391,561	2,442,713	2,547,235	2,611,228	2,649,542	2,732,221	2,683,520	2,815,340
RETIREMENT AND SPECIAL PAY	5,735	10,847	47,149	6,333	47,470	8,995	6,000	6,010	6,500
OVERTIME	90,386	82,282	102,684	104,392	153,998	210,502	150,000	145,000	150,000
HOLIDAY	77,830	83,992	86,733	88,854	91,251	93,619	96,832	96,106	97,971
SOCIAL SECURITY & MEDICARE	33,953	36,185	41,146	43,879	46,156	47,638	41,447	44,374	46,174
MEDICAL INS.	333,335	316,303	323,036	362,942	406,462	471,690	540,669	552,865	691,081
DENTAL INS.	28,008	29,071	31,175	32,860	32,176	33,880	35,256	35,256	37,019
VISION INS.	6,399	6,651	6,598	6,724	6,509	6,670	6,920	6,920	7,127
LIFE INS.	5,065	5,086	4,777	4,718	5,013	4,644	4,226	4,226	4,337
DISABILITY INSURANCE	7,559	8,112	7,677	8,074	9,583	9,422	9,328	9,328	9,572
PENSION	1,498,700	1,399,655	866,359	895,228	998,892	1,031,045	993,353	1,018,547	1,066,258
UNEMPLOYMENT COMP. INS.			6,400	0	0	0	0	0	0
WORKERS' COMP INS.	97,697	110,749	126,508	119,361	106,936	65,756	78,581	64,347	73,999
SUB-TOTAL	4,421,759	4,480,494	4,092,956	4,220,600	4,515,674	4,633,404	4,694,832	4,666,498	5,005,378
SUPPLIES									
OFFICE SUPPLIES & PRINTING	3,904	4,703	4,056	3,463	4,404	2,550	4,100	3,650	3,948
OPERATIONAL EQUIPMENT & SUPPLIES	9,872	6,757	3,228	4,539	1,648	3,772	6,818	6,760	7,624
GASOLINE	27,848	28,459	17,337	16,636	16,965	23,569	25,464	23,750	22,572
COMPUTER SUPPLIES	2,530	5,272	6,915	4,135	2,246	658	1,610	810	808
PHOTO EQUIPMENT & SUPPLIES	56	0	0	0	0	0	800	0	100
AMBULANCE SUPPLIES	15,726	13,055	12,920	13,415	14,827	15,629	16,020	15,696	17,508
UNIFORMS	24,306	16,644	18,393	20,867	30,432	20,394	33,420	21,468	28,320
LINEN SERVICE	5,423	4,757	3,540	1,604	0	0	0	0	0
OTHER SUPPLIES	1,743	4,030	3,908	4,532	5,640	5,406	6,420	6,404	6,420
EQUIPMENT RENTAL	13,924	9,177	0	9,903	6,449	0	1,000	1,000	1,000
SUB-TOTAL	105,332	92,854	70,297	79,093	82,611	71,977	95,652	79,538	88,300
MAINTENANCE									
BLDG. MAINTENANCE	9,397	3,617	8,271	11,875	8,733	8,874	10,200	12,275	18,400
EQUIPMENT MAINTENANCE	5,372	4,863	6,246	10,663	9,192	5,925	10,676	8,688	8,366
VEHICLE MAINTENANCE	63,747	45,120	40,930	62,186	57,828	62,841	58,944	56,820	61,912
MAINTENANCE CONTRACTS	9,159	13,010	15,353	13,846	16,629	15,768	15,125	14,806	17,229
SUB-TOTAL	87,674	66,610	70,800	98,571	92,382	93,407	94,945	92,589	105,907

GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES- FIRE UTILITIES									
ELECTRIC	16,860	10,360	15,734	13,687	13,598	16,433	16,400	12,900	14,508
GAS	6,021	8,223	4,072	3,397	2,728	3,761	5,918	4,140	4,500
WATER / SEWER	12,051	4,710	4,001	8,114	3,458	6,172	4,840	5,024	5,128
TRASH DISPOSAL	4,558	2,989	2,704	1,764	1,554	2,302	1,980	2,166	2,166
TELEPHONE	9,622	13,798	7,036	2,574	2,106	2,393	2,700	2,784	3,000
MOBILE PHONE	4,220	3,469	2,775	2,923	1,829	2,523	2,704	2,704	3,200
PAGERS			0	0	0		0		
SUB-TOTAL	53,332	43,549	36,323	32,459	25,273	33,584	34,542	29,718	32,502
PROFESSIONAL SERVICES									
LEGAL	6,638	9,930	7,335	0	3,057	4,156	7,600	7,322	7,450
PROF. FEES OTHER	41,378	56,834	242,268	251,313	255,759	266,962	273,785	270,612	306,260
COMPUTER SERVICES	15,361	18,920	18,023	20,942	19,424	17,688	21,128	19,594	19,139
ADVERTISING	160	468	285	655	72	36	300	0	0
SUB-TOTAL	63,536	86,152	267,911	272,909	278,311	288,843	302,813	297,528	332,849
MISCELLANEOUS EXPENSES									
CIVIL PREPAREDNESS									
COMM RELATIONS	904	1,838	2,725	2,467	3,567	2,094	3,004	2,781	3,004
DUES	1,219	1,554	1,748	1,792	2,259	2,252	3,195	3,195	3,645
SUBSCRIPTIONS	1,529	660	841	1,503	847	827	398	323	309
TRAINING CLASSES & SEMINARS	7,808	14,954	17,765	22,762	23,194	29,522	34,520	34,415	37,812
TRAVEL EXPENSES - CLASSES / SEMINARS	300	804	1,409	1,814	1,353	1,076	3,283	2,208	5,200
POST SECONDARY TUITION	1,526	6,744	717	8,808	5,480	13,282	29,750	28,500	41,780
POSTAGE	244	831	165	254	204	137	300	250	300
SUNDRY	47,037	10,269	1,553	2,071	1,871	1,076	1,590	1,255	1,582
PROPERTY AND LIABILITY INSURANCE	43,063	49,960	50,833	49,597	74,268	60,285	80,908	60,000	67,200
VEHICLE INS.	15,966	17,723	18,441	18,662	9,537	19,533	20,779	21,890	24,517
MISC. EQUIPMENT PURCHASES	5,392	49,427	37,895	16,228	9,181	4,808	2,350	2,344	7,958
SUB-TOTAL	124,989	154,764	134,093	125,958	131,760	134,991	180,077	157,161	193,307
GRAND TOTAL	4,856,623	4,924,423	4,672,379	4,829,590	5,126,011	5,256,106	5,402,861	5,323,032	5,758,243

FUND: GENERAL (1)				
DEPT: FIRE (46)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
<u>SALARIES</u>				
4001	Base plus economic increase	2,732,221	2,683,520	2,815,340
4004	Retirement and Special Pay	6,000	6,010	6,500
4005	Overtime	150,000	145,000	150,000
4006	Holiday pay	96,832	96,106	97,971
	TOTAL	2,985,053	2,930,636	3,069,811
4020	<u>SOCIAL SECURITY & MEDICARE</u>			
	FICA @ 6.2% & Medicare @ 1.45%	41,447	44,374	46,174
4030	<u>MEDICAL INSURANCE</u>			
	Estimated	540,669	552,865	691,081
4031	<u>DENTAL INSURANCE</u>			
	Estimated	35,256	35,256	37,019
4032	<u>VISION INSURANCE</u>			
	Estimated	6,920	6,920	7,127
4033	<u>LIFE INSURANCE</u>			
	Estimated	4,226	4,226	4,337
4034	<u>DISABILITY INSURANCE</u>			
	Estimated	9,328	9,328	9,572
4040	<u>PENSION FUND</u>			
	Estimated amount necessary to fund plan based on actuarial report.	993,353	1,018,547	1,066,258
4070	<u>WORKERS' COMPENSATION INSURANCE</u>			
	Current Premium	78,581	64,347	73,999
4110	<u>OFFICE SUPPLIES & PRINTING</u>			
	Printing (Forms, Bus. Cards., etc.)	500	500	504
	Other	900	450	744
	Copy machine lease 150 X 12	1,800	1,800	1,800
	Copy machine maintenance 75x12	900	900	900
	TOTAL	4,100	3,650	3,948
4120	<u>OPERATIONAL EQUIPMENT & SUPPLIES</u>			
	Batteries for all electronic devices/equipment	750	750	744
	Other - Misc Equipment Replacement	2,520	2,520	2,256
	Emergency Traffic Cone Replacement	500	495	0
	Replacement Blades	1,000	1,000	744
	Hot Sticks - Replacements (2)	648	595	600
	Replace Rescue Litter to meet standards (2)			1,980
	Replace (6) Fire Extinguishers	0	0	500
	Chain Saw Replacement	750	750	800
	Public Safety Vest - Replacements	650	650	0
	TOTAL	6,818	6,760	7,624

FUND: GENERAL (1)				
DEPT: FIRE (46)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4121	<u>GASOLINE</u>			
	5600 Gal. Diesel Fuel @ \$2.45per gal	14,760	14,500	13,728
	362 Gal Diesel Fuel @2.45(generator)	648	500	504
	3400 Gal. No-Lead gas @ \$2.45 per gal.	9,756	8,750	8,340
	TruFuel - Small Engine Fuel Mixture (New)	300	0	0
	TOTAL	25,464	23,750	22,572
4130	<u>COMPUTER SUPPLIES</u>			
	Ink Jet Cartridges	450	450	448
	Replacement tablet	800	0	0
	Other	360	360	360
	TOTAL	1,610	810	808
4140	<u>PHOTO EQUIPMENT & SUPPLIES</u>			
	Digital Camera	700	350	0
	Photo development	100	0	100
	TOTAL	800	0	100
4150	<u>AMBULANCE SUPPLIES</u>			
	Medical Supplies	14,520	14,396	16,008
	Oxygen	1,500	1,300	1,500
	TOTAL	16,020	15,696	17,508
4170	<u>UNIFORMS</u>			
	Clothing allowance 32 @ \$580 per FF	18,564	17,500	18,564
	New Hires - 1 @ \$1200 per new hire	2,400	0	1,200
	New Hires - 1 sets of protective firefighting gear	7,600	0	3,800
	Firefighter protective glove/hood/Extrication gloves	1,200	1,200	1,200
	Structural Firefighting Helmet (3) (2021)	0	0	0
	Structural Firefighting Boots (6)	2,400	2,418	2,500
	Other	756	350	756
	Badges, Collar brass, Name tags	500	0	300
	TOTAL	33,420	21,468	28,320
4190	<u>OTHER SUPPLIES</u>			
	Coffee	650	650	650
	Other	250	234	250
	Janitorial Supplies	5,520	5,520	5,520
	TOTAL	6,420	6,404	6,420
4195	<u>Equipment Rental</u>			
	Misc. Equipment Rental	1,000	1,000	1,000
	TOTAL	1,000	1,000	1,000
4210	<u>BUILDING MAINTENANCE</u>			
	Building Maintenance: (Mechanical)	3,000	4,800	4,500
	Professional Building Cleaning Annually	2,500	2,875	3,300
	Furniture Replacement			6,000
	Quarterly bug spray	500	400	400
	Other (Building Maintenance: General/Replacement)	4,200	4,200	4,200
	TOTAL	10,200	12,275	18,400

FUND: GENERAL (1)				
DEPT: FIRE (46)				
BUDGET DETAIL				
FISCAL YEAR ENDING DECEMBER 31, 2020		BUDGET	FORECAST	BUDGET
		FY 2019	FY 2019	FY 2020
4220	<u>EQUIPMENT MAINTENANCE</u>			
	General equipment repairs	2,000	1,200	1,800
	Generator Maintenance	1,824	1,790	0
	Preventive Maintenance - Small Engines	504	504	600
	4 Gas Monitor & HCN Calibration (twice/year)	800	800	800
	Fire Extinguisher Service	300	300	400
	SCBA bottle hydrostatic test (2022)	0	0	0
	SCBA function test	900	900	900
	SCBA parts, and repairs	1,500	1,000	1,500
	SCBA cascade annual service	1,500	1,300	1,400
	SCBA semi-annual air quality testing	550	110	0
	Annual Ladder testing	390	390	558
	Other	408	394	408
	TOTAL	10,676	8,688	8,366
4230	<u>VEHICLE MAINTENANCE</u>			
	General Repairs	45,000	45,000	50,004
	Pumper Performance Testing	750	750	750
	Anti-freeze, lubricants, fluids, filters etc... (DEF)	1,200	900	1,008
	Car washes	450	450	450
	Generator	1,824	0	0
	Preventive Maintenance	9,720	9,720	9,700
	TOTAL	58,944	56,820	61,912
4250	<u>MAINTENANCE CONTRACTS</u>			
	Generator Maintenance Contract	0	0	1,790
	Physio Control annual maintenance (3, LP-15, 1,LP-12)	6,000	5,834	5,834
	EMS software annual user fees	4,600	4,677	4,700
	Tech Electronics- Fire House Monitoring	600	600	600
	System Aire HVAC	1,800	1,800	1,800
	Annual fire sprinkler inspection	800	575	625
	Annual fire alarm inspection	1,200	1,200	1,200
	Semi-Annual Hood System Inspection (new)		0	550
	Regis - ID badges	125	120	130
	TOTAL	15,125	14,806	17,229
4310	<u>ELECTRIC</u>			
	Fire House #1 and #2	16,400	12,900	14,508
	TOTAL	16,400	12,900	14,508
4320	<u>GAS/HEATING</u>			
	Fire House #1 and #2	5,918	4,140	4,500
	TOTAL	5,918	4,140	4,500
4330	<u>WATER & SEWER</u>			
	Sewer	1,920	2,104	2,208
	Water	2,520	2,520	2,520
	Fire Service 4" Main Yearly Charge	400	400	400
	TOTAL	4,840	5,024	5,128
4340	<u>TRASH DISPOSAL</u>			
	Trash	1,680	2,016	2,016
	Hazardous Waste	300	150	150
	TOTAL	1,980	2,166	2,166

FUND: GENERAL (1)				
DEPT: FIRE (46)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4350	<u>TELEPHONE</u>			
	Charter Phone Service	2,700	2,784	3,000
	TOTAL	2,700	2,784	3,000
4351	<u>MOBILE PHONES</u>			
	Mobile phones Service - 6 devices	2,304	2,304	2,700
	Mobile phone replacements	400	400	500
	TOTAL	2,704	2,704	3,200
	<u>PROFESSIONAL FEES (Legal)</u>			
4410	Labor/City Atty	6,000	6,000	6,000
	Medical Director	1,600	1,322	1,450
	TOTAL	7,600	7,322	7,450
4415	<u>PROFESSIONAL FEES - OTHER</u>			
	EMSMC (EMS billing 4.9% of collections)	12,492	11,900	13,008
	DSG Collections	1,560	1,680	1,860
	STLCO EEC Fire/EMS dispatch service fee	250,233	250,232	281,372
	New employee testing material & Promotional	2,000	0	2,000
	Medical Exams: New Employee Medical	525	0	525
	Medical Exams: New Employee Psych.	300	0	300
	WorkSteps:	175	0	175
	Depaul Hosp, 15 Bi-annual physicals NFPA 1582 Chapter 7	6,500	6,800	7,020
	TOTAL	273,785	270,612	306,260
4420	<u>COMPUTER SERVICES</u>			
	Charter Internet and Cable Service	5,700	5,616	5,700
	Emergency Reporting Annual Package	2,723	2,723	2,723
	First Arriving- PSN	1,450	0	0
	CodeRed emergency notification (FD share 30%)	2,315	2,328	2,328
	Server Maintenance (Handtevy Ped System)	860	857	300
	Office 365 (21-basic users, 12 -premium users)	5,388	5,388	5,388
	Adobe Pro 14.99 per month	192	192	192
	Zobrio IT support	1,500	1,500	1,500
	Other	600	600	600
	Active 911	400	390	408
	TOTAL	21,128	19,594	19,139
4430	<u>ADVERTISING</u>			
	Employment Ads	300	0	0
4520	<u>COMMUNITY RELATIONS</u>			
	CPR training material	500	281	500
	Fire Prevention Material	2,000	2,000	2,000
	Other	504	500	504
	TOTAL	3,004	2,781	3,004

FUND: GENERAL (1)				
DEPT: FIRE (46)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4530	<u>DUES</u>			
	Mo. Assn. Of Bldg. Inspectors	35	35	35
	St. Louis Fire Chief's Assn	125	125	125
	EMS Officers	25	25	25
	FF annual awards ceremony	150	150	150
	Greater St.L. Region Critical Incid. Stress Mg	100	100	100
	Highland Guard (firefighter funerals)	75	75	75
	Annual Chief's award	150	150	150
	County Training Officers	75	75	75
	Fire Ground Safety Initiative	0	0	350
	Fire Marshals Associations (Metro and State)	25	25	25
	Special operations/hazmat	1,000	1,000	1,000
	IAFC Membership	210	210	210
	Central Core Training Officers	400	400	400
	Mo Assn of Fire Chief's	50	50	50
	PFIA	25	25	25
	Backstoppers	150	150	150
	Missouri Ambulance Association	300	300	500
	Missouri Emergency Medical Services Assoc. (MEMSA)	200	200	200
	Other	100	100	0
	TOTAL	3,195	3,195	3,645
4540	<u>SUBSCRIPTIONS</u>			
	Fire House Magazine	35	35	0
	Fire Chief's Magazine	50	50	0
	Fire Engineering Magazine	30	39	39
	JEMS	40	40	40
	Newspapers (House 1 & 2)	0	0	0
	Public Employment Law Report (New)	159	159	170
	Other	84	0	60
	TOTAL	398	323	309
4550	<u>EDUCATION & TRAINING</u>			
	Seminars & Training Classes (Fire)	3,504	3,000	3,504
	Seminars & Training Classes (EMS) 32 EMT-Ps	6,000	6,250	4,800
	CE Solutions Online Training (even years - 2 year subscrip)			3,700
	Joint training with West County FPD	16,500	16,500	16,500
	References Books	600	600	600
	Special Operations Training	4,008	4,008	4,008
	meetings and conferences	1,608	1,642	2,400
	Blue Card CEU Subscription	2,000	2,000	2,000
	Other	300	415	300
	TOTAL	34,520	34,415	37,812
4551	<u>TRAVEL EXPENSES-CLASSES / SEMINARS</u>			
	Estimate out of town for FFs	2,208	2,208	2,300
	Fire Marshal conference (chief or A/C one per year)	260	0	0
	Missouri Fire Chief's conference	315	0	0
	Fire Law - FLSA for Fire Departments			700
	IAFC - Fire Rescue Internation Exp			1,200
	Fire Department Instructor Conference	500	0	1,000
	TOTAL	3,283	2,208	5,200

FUND:	GENERAL (1)			
DEPT:	FIRE (46)			
	BUDGET DETAIL	BUDGET	FORECAST	BUDGET
	FISCAL YEAR ENDING DECEMBER 31, 2020	FY 2019	FY 2019	FY 2020
4560	<u>POST SECONDARY TUITION</u>			
	Boyd, Roux, Pfaff, Pallarito, Budwell	29,750	28,500	41,780
4570	<u>POSTAGE</u>			
	General	300	250	300
4580	<u>SUNDRY</u>			
	Petty Cash	180	180	180
	Flags	150	150	150
	Employee Awards	300	300	400
	Firefighter fluid/calorie replacement- calls & tng	252	125	252
	Other	708	500	600
	TOTAL	1,590	1,255	1,582
4590	<u>PROPERTY & LIABILITY INSURANCE</u>			
	Current Premium	80,908	60,000	67,200
	TOTAL	80,908	60,000	67,200
4591	<u>VEHICLE INSURANCE</u>			
	Current Premium	20,779	21,890	24,517
	TOTAL	20,779	21,890	24,517
4595	<u>EQUIPMENT PURCHASES</u>			
	Low Angle Rescue System (Low Angle/Water Rescue)	0	0	4,500
	Intraxx Monitor Bracket	0	0	1,800
	Power Tools	1,150	1,144	1,250
	Other	1,200	1,200	408
	TOTAL	2,350	2,344	7,958
	TOTAL FIRE EXPENDITURES	5,402,861	5,323,032	5,758,243

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DEPARTMENT OF PUBLIC WORKS

CITY OF LADUE 2020 BUDGET

FUND: General (1)**DEPARTMENT: Public Works (47)**

Personnel Summary

Position	Pay Grade	Number of Employees
Public Works Director	13	1
Storm Water Engineering Manager *	10	1
Storm Water Project Engineer *	10	1
Public Works Superintendent	9	1
Labor Crew Leader	6	3
Mechanic	6	1
Laborer II	5	5
Laborer I	4	1
Total full time employees		12
Total part time employees		2

* Part time position paid from Storm Water Fund

Department Description and Activities:

The primary responsibilities of the Department of Public Works is to provide municipal services to the community. These services consist of Public right-of-way maintenance including roadway, ADA compliance, sidewalk, storm water, and vegetation maintenance, the Parks Department who maintain Rodes Park and manage the Beautification program for the City, the Citywide Residential Leaf and Brush program, Fleet Maintenance for the City fleet of equipment and vehicles, and the Storm Water Program.

The Director is responsible to the Mayor for the efficient operation of the Department of Public Works and these programs. The Director is also responsible for the preparation of plans and specifications for the city public works projects and facilities management for the Public Works and Building Departments.

The Public Works budget also consists of the personnel, supplies and services necessary to effectively plan, oversee, and communicate the activities of the entire department. The Building Department is also a division of the Public Works Department, but one that has a separate budget.

FUND: GENERAL (1)
DEPT: PUBLIC WORKS (47)
BUDGET SUMMARY

YEAR ENDING OR ENDED DECEMBER 31,				
2017	2018	2019	2019	2020
ACTUAL	ACTUAL	BUDGET	FORECAST	BUDGET

Personnel:

4001	Base plus economic increase	733,966	756,703	814,960	788,240	826,123
4004	Retirement and Special Pay	20,153	0	0	23,007	0
4005	Overtime	23,928	22,914	26,000	32,000	35,000
4010	Temporary Agencies	38,714	34,059	50,000	52,000	61,400
4020	Social Security	57,170	57,118	48,363	64,245	67,457
4030	Health Insurance	134,985	132,739	156,305	141,645	177,056
4031	Dental Insurance	10,957	9,764	11,355	11,355	11,923
4032	Vision Insurance	2,797	2,600	2,595	2,595	2,673
4033	Life Insurance	1,435	1,250	1,144	1,144	1,151
4034	Disability Insurance	2,749	2,582	2,493	2,493	2,508
4050	Retirement Fund	89,087	90,177	71,400	86,742	140,669
4060	Unemployment	6,445	0	0	0	0
4070	Workers' Compensation	23,382	12,636	19,495	16,000	18,400
Subtotal:		1,145,768	1,122,542	1,204,110	1,221,467	1,344,360

Supplies & Services

4110	Office Supplies and Printing	3,517	3,655	3,930	3,930	3,930
4120	Operational Equipment & Supplies	8,280	7,345	10,000	10,000	10,000
4121	Gasoline	27,362	32,003	42,805	37,180	41,405
4130	Computer Supplies	584	929	600	600	1,200
4170	Uniforms	12,326	13,043	13,050	13,000	13,000
4190	Other Supplies	3,067	2,627	3,625	3,600	3,600
4195	Equipment Rental	1,070	0	1,500	0	0
4210	Building Maintenance	15,981	12,757	18,000	17,150	16,350
4220	Equipment Maintenance	47,598	51,769	50,000	52,000	52,000
4230	Vehicle Maintenance	37,943	36,173	40,000	38,000	38,000
4240	Park & Ground Maintenance	16,215	26,668	29,800	17,650	26,550
4250	Maintenance Contracts	2,273	2,020	2,450	2,500	2,500
4310	Electric	5,431	4,876	5,076	5,076	5,076
4320	Gas/Heating	3,151	4,142	4,200	4,440	4,440
4330	Water/Sewer	5,573	5,595	7,457	5,775	5,976
4340	Trash Disposal	245	377	472	544	544
4350	Telephone	3,154	3,919	3,420	3,430	3,430
4351	Cell Phone	1,257	1,380	2,340	2,340	2,340
4410	Professional Fees- Legal	700	0	500	0	0
4415	Professional Fees- Other	61	0	3,000	3,000	3,000
4420	Computer Services	2,685	3,637	5,961	4,650	4,650
4430	Advertising	641	360	500	500	500
4450	Health/Vermin Control	5,445	5,169	6,000	6,000	6,000
4530	Dues	380	383	870	940	940
4540	Subscriptions	322	425	370	600	600
4550	Training Classes and Seminars	1,901	2,168	3,525	2,925	3,850
4551	Travel Expenses	1,533	1,544	3,300	2,950	4,150
4570	Postage	1,062	1,014	1,655	1,800	1,800
4580	Sundry	6,318	3,972	5,950	5,450	5,450
4590	Property & Liability Insurance	40,930	36,331	48,760	36,100	40,432
4591	Vehicle Insurance	7,877	16,133	17,162	18,080	20,792
4610	Mulch Site- Equipment Repairs & Maintenance	1,892	0	0	0	0
4611	Mulch Site- Utilities	4,735	6,528	6,618	6,762	6,852
4613	Mulch Site- Repairs & Maintenance	1,196	988	1,500	750	750
4614	Mulch Site- Outside Services	35,483	61,852	69,550	69,550	69,550
4615	Mulch Site- Odor Consultant	5,000	0	0	0	0
Subtotal:		313,188	349,780	413,946	377,272	399,657

TOTAL PUBLIC WORKS EXPENDITURES

1,458,956	1,472,322	1,618,055	1,598,739	1,744,017
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GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES- PUBLIC WORKS									
PERSONNEL									
SALARIES	699,076	706,360	735,795	758,638	733,966	756,703	814,960	788,240	826,123
RETIREMENT AND SPECIAL PAY	5,553	20,200	0	1,245	20,153	0	0	23,007	0
OVERTIME	16,745	20,473	19,393	11,640	23,928	22,914	26,000	32,000	35,000
TEMPORARY			0	1,075	0	0	0	0	0
TEMPORARY AGENCIES	36,342	60,823	61,664	49,070	38,714	34,059	50,000	52,000	61,400
SOCIAL SECURITY & MEDICARE	53,411	55,897	55,958	56,912	57,170	57,118	48,363	64,245	67,457
MEDICAL INS.	114,447	106,705	117,286	125,736	134,985	132,739	156,305	141,645	177,056
DENTAL INS.	10,022	9,594	10,046	10,559	10,957	9,764	11,355	11,355	11,923
VISION INS.	2,761	2,725	2,797	2,797	2,797	2,600	2,595	2,595	2,673
LIFE INS.	1,641	1,555	1,480	1,453	1,435	1,250	1,144	1,144	1,151
DISABILITY INSURANCE	2,450	2,477	2,380	2,489	2,749	2,582	2,493	2,493	2,508
RETIREMENT	101,838	81,918	70,528	76,472	89,087	90,177	71,400	86,742	140,669
UNEMPLOYMENT COMP. INS.			0	0	6,445	0	0	0	0
WORKERS' COMP INS.	24,033	19,638	26,406	24,987	23,382	12,636	19,495	16,000	18,400
SUB-TOTAL	1,068,320	1,088,365	1,103,732	1,123,075	1,145,768	1,122,542	1,204,110	1,221,467	1,344,360
SUPPLIES									
OFFICE SUPPLIES & PRINTING	3,422	4,023	3,200	3,438	3,517	3,655	3,930	3,930	3,930
OPERATIONAL EQUIPMENT & SUPPLIES	9,426	9,044	7,298	6,281	8,280	7,345	10,000	10,000	10,000
GASOLINE	60,078	63,682	40,011	29,455	27,362	32,003	42,805	37,180	41,405
COMPUTER SUPPLIES	1,531	1,670	2,346	61	584	929	600	600	1,200
UNIFORMS	14,480	12,502	10,875	11,368	12,326	13,043	13,050	13,000	13,000
LINEN SERVICE	308	366	223	0	0	0	0	0	0
OTHER SUPPLIES	3,318	3,883	3,817	2,246	3,067	2,627	3,625	3,600	3,600
EQUIPMENT RENTAL	272	416	2,232	2,174	1,070	0	1,500	0	0
SUB-TOTAL	92,836	95,586	70,001	55,021	56,205	59,601	75,510	68,310	73,135
MAINTENANCE									
BLDG. MAINTENANCE	25,438	12,938	9,568	17,863	15,981	12,757	18,000	17,150	16,350
EQUIPMENT MAINTENANCE	50,903	49,391	51,378	48,906	47,598	51,769	50,000	52,000	52,000
VEHICLE MAINTENANCE	28,264	35,581	34,624	33,102	37,943	36,173	40,000	38,000	38,000
PARK & GROUNDS MAINTENANCE	9,053	6,310	10,935	10,309	16,215	26,668	29,800	17,650	26,550
MAINTENANCE CONTRACTS	1,427	1,183	2,427	2,279	2,273	2,020	2,450	2,500	2,500
SUB-TOTAL	115,085	105,403	108,932	112,460	120,011	129,388	140,250	127,300	135,400

GENERAL FUND COMPARISONS										
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020	
EXPENSES- PUBLIC WORKS										
UTILITIES										
ELECTRIC	4,594	4,847	3,838	4,457	5,431	4,876	5,076	5,076	5,076	
GAS	3,700	3,611	2,692	1,799	3,151	4,142	4,200	4,440	4,440	
WATER / SEWER	7,684	4,639	5,465	5,840	5,573	5,595	7,457	5,976	5,976	
TRASH DISPOSAL	934	589	448	245	245	377	472	544	544	
TELEPHONE	3,864	4,639	4,588	4,438	3,154	3,919	3,420	3,430	3,430	
MOBILE PHONE	1,465	1,603	1,814	1,535	1,257	1,380	2,340	2,340	2,340	
PAGERS			0	0	0	0	0	0	0	
SUB-TOTAL	22,242	19,928	18,845	18,313	18,811	20,289	22,965	21,605	21,806	
PROFESSIONAL SERVICES										
PROFESSIONAL FEES-LEGAL			0	0	700	0	500	0	0	
PROFESSIONAL FEES-ENGINEERING			0	0	0	0	0	0	0	
PROFESSIONAL FEES-OTHER	205	29,885	0	0	61	0	3,000	3,000	3,000	
COMPUTER SERVICES	5,410	2,214	3,352	4,740	2,685	3,637	5,961	4,650	4,650	
ADVERTISING	1,116	581	244	388	641	360	500	500	500	
HEALTH/HERMIN				5,432	5,445	5,169	6,000	6,000	6,000	
SUB-TOTAL	6,730	32,680	3,595	10,559	9,531	9,165	15,961	14,150	14,150	
MISCELLANEOUS EXPENSES										
DUES	179	184	351	378	380	383	870	940	940	
SUBSCRIPTIONS	261	285	262	325	322	425	370	600	600	
TRAINING CLASSES & SEMINARS	1,209	1,946	2,150	2,711	1,901	2,168	3,525	2,925	3,850	
TRAVEL EXPENSES - CLASSES / SEMINARS	794	795	2,022	2,393	1,533	1,544	3,300	2,950	4,150	
POSTAGE	1,408	2,114	1,252	1,213	1,062	1,014	1,655	1,800	1,800	
SUNDRY	1,148	2,430	2,369	3,566	6,318	3,972	5,950	5,450	5,450	
PROPERTY AND LIABILITY INSURANCE	27,924	27,552	29,928	32,618	40,930	36,331	48,760	36,100	40,432	
VEHICLE INS.	13,014	15,132	15,042	15,221	7,877	16,133	17,162	18,080	20,792	
MISC. EQUIPMENT PURCHASES	901		0	0	0	0	0	0	0	
SUB-TOTAL	46,838	50,438	53,376	58,426	60,323	61,970	81,592	68,845	78,014	
MULCH SITE										
EQUIPMENT REPAIRS & MAINTENANCE										
UTILITIES	17,915	8,880	15,494	21,130	1,892	0	0	0	0	
CHEMICALS	10,347	10,404	5,485	5,816	4,735	6,528	6,618	6,762	6,852	
SITE REPAIRS & MAINTENANCE			0	224	0	0	0	0	0	
OUTSIDE SERVICES	8,062	14,180	240	6,460	1,196	988	1,500	750	750	
ODOR CONSULTANT	19,326	15,560	11,100	13,254	35,483	61,852	69,550	69,550	69,550	
SUB-TOTAL	10,000	10,000	10,000	5,000	5,000	0	0	0	0	
	65,650	59,024	42,319	51,884	48,307	69,367	77,668	77,062	77,152	
GRAND TOTAL	1,417,701	1,451,424	1,400,800	1,429,739	1,458,956	1,472,322	1,618,055	1,598,739	1,744,017	

FUND: GENERAL (1)				
DEPT: PUBLIC WORKS (47)				
BUDGET DETAIL				
FISCAL YEAR ENDING DECEMBER 31, 2020		BUDGET FY 2019	FORECAST FY 2019	BUDGET FY 2020
<u>SALARIES</u>				
4001	Base plus economic increase	814,960	788,240	826,123
4004	Retirement and Special Pay		23,007	
4005	Overtime	26,000	32,000	35,000
4010	Temporary Agencies	50,000	52,000	61,400
		890,960	895,247	922,523
<u>4020 SOCIAL SECURITY</u>				
	FICA @ 6.2% & Medicare @ 1.45%	48,363	64,245	67,457
<u>4030 MEDICAL INSURANCE</u>				
	Estimated	156,305	141,645	177,056
<u>4031 DENTAL INSURANCE</u>				
	Estimated	11,355	11,355	11,923
<u>4032 VISION INSURANCE</u>				
	Estimated	2,595	2,595	2,673
<u>4033 LIFE INSURANCE</u>				
	Estimated	1,144	1,144	1,151
<u>4034 DISABILITY INSURANCE</u>				
	Estimated	2,493	2,493	2,508
<u>4050 RETIREMENT FUND</u>				
	Estimated amount necessary to fund plan based on actuarial report	71,400	86,742	140,669
<u>4070 WORKERS' COMPENSATION</u>				
	Current Premium	19,495	16,000	18,400
<u>4110 OFFICE SUPPLIES & PRINTING</u>				
	General; paper , mailers	1,320	1,320	1,320
	Copy Machine lease/maint (\$130/month)	1,560	1,560	1,560
	Leaf Cards	1,050	1,050	1,050
	TOTAL	3,930	3,930	3,930
<u>4120 OPERATIONAL EQUIPMENT & SUPPLIES</u>				
	Electronic Devices for training	0	0	1,200
	Small Equip.& Tools (small mowers, blowers, trimmers, rakes, shovels)	10,000	10,000	8,800
	TOTAL	10,000	10,000	10,000
<u>4121 GASOLINE</u>				
	2,900 gal. no-lead gas @ \$ 2.45	7,105	6,380	7,105
	14,000 gal. diesel fuel @ \$ 2.55	35,700	30,800	34,300
	TOTAL	42,805	37,180	41,405
<u>4130 COMPUTER SUPPLIES</u>				
	Misc.	600	600	600
	Ipad (PW Superintendent)	0	0	600
		600	600	1,200

FUND: GENERAL (1)				
DEPT: PUBLIC WORKS (47)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4170	<u>UNIFORMS</u>			
	Uniform rental, raincoats, safety gear \$ 729 x 12	9,000	8,750	8,750
	Safety shoes (13 employees x \$150/employee)	1,950	1,950	1,950
	T-shirts and logo shirts	900	1,100	1,100
	Badges	0	0	0
	Safety gear: hardhats, gloves, eye protection	1,200	1,200	1,200
	TOTAL	13,050	13,000	13,000
4190	<u>OTHER SUPPLIES</u>			
	Coffee, Misc. kitchen supplies	1,100	1,200	1,200
	Paper Towels, tissue, hand soap, etc.	1,150	1,200	1,200
	Ice	1,000	900	900
	Meds, etc.	375	300	300
	TOTAL	3,625	3,600	3,600
4195	<u>EQUIPMENT RENTAL</u>			
	General	1,500	0	0
4210	<u>BUILDING MAINTENANCE</u>			
	Janitorial Services (\$325/month)	3,900	3,900	3,900
	HVAC	3,500	3,000	3,600
	Electric	2,000	1,500	1,500
	Plumbing	2,000	1,500	1,500
	Overhead Door & Mandoor Maint.	3,000	5,000	3,600
	Termite / Pest Control (\$125/quarterly)	1,500	500	500
	Light Bulbs, Mandoors, misc.	780	800	800
	Flooring mats	360	200	200
	Flooring maintenance; buffing, waxing	960	750	750
	TOTAL	18,000	17,150	16,350
4220	<u>EQUIPMENT MAINTENANCE</u>			
	General	50,000	52,000	52,000
4230	<u>VEHICLE MAINTENANCE</u>			
	General	40,000	38,000	38,000
4240	<u>PARK & GROUNDS MAINTENANCE</u>			
	Backflow Testing	2,200	2,200	2,200
	Flowers, Shrubs, Trees, Rhodes Park beautification, etc.	8,000	8,000	8,000
	Arbor Day Celebration	1,000	750	750
	Tree Inventory	10,000	-5,000	5,000
	Holiday Light installation - City property	2,100	2,100	2,100
	Lawn Products	6,000	6,000	6,000
	Park Planning Grant & Construction Grant	500	3,600	2,500
	TOTAL	29,800	17,650	26,550
4250	<u>MAINTENANCE CONTRACTS</u>			
	Computer Software (SBC - \$450, Larimore - \$1400 DPW)	1,850	1,800	1,800
	System Aire HVAC	600	700	700
	TOTAL	2,450	2,500	2,500
4310	<u>ELECTRIC</u>			
	Current average monthly rate \$ 450 x 12			
	Estimated increase (-6 % = \$423/month)	5,076	5,076	5,076

FUND:	GENERAL (1)			
DEPT:	PUBLIC WORKS (47)			
	BUDGET DETAIL			
	FISCAL YEAR ENDING DECEMBER 31, 2020	BUDGET FY 2019	FORECAST FY 2019	BUDGET FY 2020
4320	<u>GAS/HEATING</u>			
	Current average monthly rate \$ 350 x 12	4,200	4,440	4,440
	Estimated increase (0%)	0	0	0
	TOTAL	4,200	4,440	4,440
4330	<u>WATER & SEWER</u>			
	Sewer Current Equiv. Monthly Rate (\$150/month)	3,482	1,800	1,800
	Water Current Equiv. Monthly Rate (\$348/month)	3,975	3,975	4,176
	TOTAL	7,457	5,775	5,976
4340	<u>TRASH DISPOSAL</u>			
	Current monthly average \$37 x 12	372	444	444
	Mo. Dept. of Natural Resources	100	100	100
	TOTAL	472	544	544
4350	<u>TELEPHONE</u>			
	Current monthly average	3,420	3,430	3,430
	TOTAL	3,420	3,430	3,430
4351	<u>MOBILE PHONES</u>			
	\$195/month; three phones	2,340	2,340	2,340
	<u>PROFESSIONAL FEES</u>			
4410	<u>LEGAL</u>	500	0	0
4415	<u>PROFESSIONAL FEES OTHER</u>			
	Miscellaneous	600	600	600
	Beautification planning and consulting	2,400	2,400	2,400
		3,000	3,000	3,000
4420	<u>COMPUTER SERVICES</u>			
	Zobrio	2,000	660	660
	Microsoft 365 - \$17/month per user * 4 users + \$1000 integration	1,105	1,350	1,350
	Charter - \$35/month	636	420	420
	Adobe (\$180/year per license, 4 licenses)	720	720	720
	Code Red	1,500	1,500	1,500
		5,961	4,650	4,650
4430	<u>ADVERTISING</u>			
	Employment Ads	200	200	200
	Bids	300	300	300
		500	500	500
4450	<u>HEALTH/VERMIN CONTROL</u>			
	Estimated	6,000	6,000	6,000
4530	<u>DUES</u>			
	American Public Works Assoc.	340	375	375
	MO Floodplain & SW Manager Association		35	35
	American Society of Civil Engineers	530	530	530
	TOTAL	870	940	940
4540	<u>SUBSCRIPTIONS</u>			
	Safety Program	60	0	0
	MO Botanical Garden	60	0	0
	Newspaper; \$50/month	250	600	600
	TOTAL	370	600	600

FUND:	GENERAL (1)			
DEPT:	PUBLIC WORKS (47)			
	BUDGET DETAIL	BUDGET	FORECAST	BUDGET
	FISCAL YEAR ENDING DECEMBER 31, 2020	FY 2019	FY 2019	FY 2020
4550	<u>TRAINING CLASSES & SEMINARS</u>			
	Spring APWA Meeting	200	200	200
	Fall APWA Conference	400	400	400
	APWA Natl Convention	925	925	1,850
	Missouri Floodplain Managers Conference	200	200	200
	Other (LTPA, OSHA, APWA monthly, etc.)	1,800	1,200	1,200
	TOTAL	3,525	2,925	3,850
4551	<u>TRAVEL EXPENSES-CLASS / SEMINARS</u>			
	Spring APWA Meeting	300	300	350
	Fall APWA Conference	600	600	600
	APWA Natl Convention	1,500	1,350	2,700
	Missouri Floodplain Managers Conference	500	500	500
	Other	400	200	0
	TOTAL	3,300	2,950	4,150
4570	<u>POSTAGE</u>			
	Project notifications, general mailings	605	750	750
	1 Leaf Collection Mailing	1,050	1,050	1,050
	TOTAL	1,655	1,800	1,800
4580	<u>SUNDRY</u>			
	Snow Removal Meals	600	600	600
	Damage Claims	1,500	1,500	1,500
	Awards	550	600	600
	Other (Misc. \$550 + Health/wellness program - \$2200)	3,300	2,750	2,750
		5,950	5,450	5,450
4590	<u>PROPERTY & LIABILITY</u>			
	Current Premium	48,760	36,100	40,432
	TOTAL	48,760	36,100	40,432
4591	<u>VEHICLE INSURANCE</u>			
	Current Premium	17,162	17,162	20,792
	TOTAL	17,162	18,080	20,792
	<u>MULCHING OPERATION</u>			
4611	Electric; \$235/month	2,820	2,820	2,820
4611	Trash Disposal (\$57/month)	540	684	684
4611	Water & Sewer (Sewer = \$154/month, Water = \$125/month)	3,258	3,258	3,348
4613	Yard/ Building Maint.	1,500	750	750
4614	Grinding of wood chips with vendor, once annually	18,550	18,550	18,550
4614	Haul off of leaf materials	51,000	51,000	51,000
	TOTAL	77,668	77,062	77,152
	TOTAL PUBLIC WORKS EXPENDITURES	1,618,055	1,598,739	1,744,017

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BUILDING DEPARTMENT

CITY OF LADUE 2020 BUDGET

FUND: General (1)**DEPARTMENT: Building (48)**

Personnel Summary

Position	Pay Grade	Number of Employees
Building Official	10	1
City Planner *	8	1
Building Inspector	7	1
Building Department Coordinator	6	1
Property Maintenance and Housing Inspector	6	1
Administrative Assistant	4	1
Total full time employees		5
Total part time employees		1

* Part time position.

Department Description and Activities:

The Building Department is responsible for the building and planning functions of the City. Building Department staff reviews all residential and commercial projects in the City. The City Planner is responsible for the City's Comprehensive Plan and the Zoning Code. Staff reviews all projects for zoning compliance, administers the Special Use Permitting process, and processes subdivision applications. The Building Division regulates building and associated construction activities to protect public health, safety and welfare pursuant to uniform construction codes governing land use and code enforcement. The staff's activities include building plan review, enforcement of the property maintenance code, the issuance of permits, the issuance of commercial occupancy permits, and inspection of projects during construction. The Building Department coordinates and supports the Zoning Board of Adjustment, the Zoning & Planning Commission, and the Architectural Review Board.

The Building Commissioner and City Planner are responsible to the Director of Public Works with all other Building Department personnel reporting to the Building Commissioner. Personnel are trained regularly on all aspects of the job including applicable Building Codes. The Building Department budget also consists of the personnel, supplies and services necessary to effectively plan, oversee, and communicate the activities of the entire department.

FUND:
DEPT:

GENERAL (1)
BUILDING (48)
BUDGET SUMMARY

YEAR ENDING OR ENDED DECEMBER 31,				
2017	2018	2019	2019	2020
ACTUAL	ACTUAL	BUDGET	FORECAST	BUDGET

Personnel:

4001	Base plus economic increase	274,043	341,398	364,468	362,350	379,055
4004	Retirement and Special Pay	4,262	0	0	0	0
4005	Overtime	0	275	2,400	1,200	1,200
4020	Social Security	20,548	25,285	26,828	27,146	28,524
4030	Health Insurance	27,603	30,112	46,930	37,660	47,075
4031	Dental Insurance	1,934	2,211	2,748	2,748	2,885
4032	Vision Insurance	699	574	865	865	891
4033	Life Insurance	398	443	482	482	499
4034	Disability Insurance	766	902	1,051	1,051	1,088
4050	Retirement Fund	25,977	28,993	29,779	37,187	60,346
4070	Workers' Compensation	1,124	1,151	2,614	2,140	2,461
Subtotal:		357,354	431,343	478,165	472,829	524,023

Supplies & Services

4110	Office Supplies and Printing	4,401	3,785	5,360	5,360	5,360
4120	Operational Equipment & Supplies	509	231	600	600	600
4121	Gasoline	1,811	2,775	2,940	2,904	3,234
4130	Computer Supplies	824	844	1,200	600	1,800
4170	Uniforms	1,215	1,468	1,200	1,200	1,100
4190	Other Supplies	89	54	600	600	600
4210	Building Maintenance	4,621	5,879	12,745	11,275	11,275
4220	Equipment Maintenance	0	0	1,185	825	825
4230	Vehicle Maintenance	235	0	1,080	1,080	1,080
4250	Maintenance Contracts	2,975	2,707	3,473	3,820	3,820
4310	Electric	5,619	6,360	5,640	5,640	5,640
4320	Gas/Heating	2,232	2,761	2,472	3,300	3,300
4330	Water/Sewer	1,203	825	2,000	1,600	1,640
4340	Trash Disposal	245	377	336	652	652
4350	Telephone	1,437	1,456	1,560	1,560	1,560
4351	Cell Phone	888	822	1,200	1,200	1,200
4411	Professional Fees- Planning	21,600	0	150,000	105,000	150,000
4413	Professional Fees- Office Reporters	4,934	3,157	4,000	3,600	3,600
4414	Professional Fees- Engineering	1,809	670	2,400	1,200	1,200
4415	Professional Fees- Other	15,610	15,301	15,000	14,000	14,000
4416	Vegetation Nuisance Abatement	0	0	0	2,000	2,000
4420	Computer Services	2,138	2,441	5,070	5,070	5,070
4430	Advertising	1,379	1,509	1,620	1,620	1,620
4530	Dues	376	643	1,290	906	906
4550	Training Classes and Seminars	844	2,401	3,715	3,315	3,715
4551	Travel Expenses	822	3,442	4,150	3,650	4,650
4570	Postage	843	715	1,200	1,200	1,200
4580	Sundry	803	528	1,200	780	780
4590	Property & Liability Insurance	15,712	13,978	18,759	13,880	15,546
4591	Vehicle Insurance	934	5,998	6,380	6,716	7,522
4595	Misc. Equipment Purchases	430	353	1,800	1,200	1,200
Subtotal:		96,537	81,481	260,176	206,353	256,695

TOTAL BUILDING EXPENDITURES

453,892	512,824	738,340	679,182	780,717
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GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES- BUILDING									
PERSONNEL									
SALARIES			0	221,775	274,043	341,398	364,468	362,350	379,055
RETIREMENT AND SPECIAL PAY			0	2,855	4,262	0	0	0	0
OVERTIME			0	340	0	275	2,400	1,200	1,200
SOCIAL SECURITY & MEDICARE			0	16,638	20,548	25,285	26,828	27,146	28,524
MEDICAL INS.			0	23,838	27,603	30,112	46,930	37,660	47,075
DENTAL INS.			0	1,520	1,934	2,211	2,748	2,748	2,885
VISION INS.			0	681	699	574	865	865	891
LIFE INS.			0	363	398	443	482	482	499
DISABILITY INSURANCE			0	596	766	902	1,051	1,051	1,088
RETIREMENT			0	19,650	25,977	28,993	29,779	37,187	60,346
UNEMPLOYMENT COMP. INS.			0	0	22	0	0	0	0
WORKERS' COMP INS.			0	1,251	1,124	1,151	2,614	2,140	2,461
SUB-TOTAL	0	0	0	289,508	357,377	431,343	478,165	472,829	524,023
SUPPLIES									
OFFICE SUPPLIES & PRINTING			18	4,283	4,401	3,785	5,360	5,360	5,360
OPERATIONAL EQUIPMENT & SUPPLIES			0	0	509	231	600	600	600
GASOLINE			0	1,574	1,811	2,775	2,940	2,904	3,234
COMPUTER SUPPLIES			0	3,726	824	844	1,200	600	1,800
UNIFORMS			0	1,837	1,215	1,468	1,200	1,200	1,100
OTHER SUPPLIES			0	124	89	54	600	600	600
EQUIPMENT RENTAL			0	0	0	0	0	0	0
SUB-TOTAL	0	0	18	11,544	8,849	9,157	11,900	11,264	12,694
MAINTENANCE									
BLDG. MAINTENANCE			0	14,840	4,621	5,879	12,745	11,275	11,275
EQUIPMENT MAINTENANCE			0	53	0	0	1,185	825	825
VEHICLE MAINTENANCE			0	1,158	235	0	1,080	1,080	1,080
MAINTENANCE CONTRACTS			0	2,656	2,975	2,707	3,473	3,820	3,820
SUB-TOTAL	0	0	0	18,706	7,831	8,586	18,483	17,000	17,000

GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES - BUILDING									
UTILITIES									
ELECTRIC			0	5,886	5,619	6,360	5,640	5,640	5,640
GAS			0	1,511	2,232	2,761	2,472	3,300	3,300
WATER / SEWER			0	1,853	1,203	825	2,000	1,600	1,640
TRASH/DISPOSAL			0	245	245	377	336	652	652
TELEPHONE			0	3,116	1,437	1,456	1,560	1,560	1,560
MOBILE PHONE			0	1,150	888	822	1,200	1,200	1,200
PAGERS			0	0	0	0	0	0	0
SUB-TOTAL	0	0	0	13,762	11,625	12,602	13,208	13,952	13,992
PROFESSIONAL SERVICES									
PROF. FEES PLANNING			0	17,658	21,600	0	150,000	105,000	150,000
PROF. FEES OFFICE REPORTERS			0	3,851	4,934	3,157	4,000	3,600	3,600
PROF. FEES ENGINEERING			0	1,641	1,809	670	2,400	1,200	1,200
PROF. FEES OTHER			1,063	14,395	15,610	15,301	15,000	14,000	14,000
VEGETATION NUISANCE ABATEMENT			0	3,667	2,138	2,441	5,070	2,000	2,000
COMPUTER SERVICES			0	1	1,379	1,509	1,620	5,070	5,070
ADVERTISING			0	0	0	0	0	1,620	1,620
SUB-TOTAL	0	0	1,063	41,213	47,470	23,078	178,090	132,490	177,490
MISCELLANEOUS EXPENSES									
DUES			0	555	376	643	1,290	906	906
TRAINING CLASSES & SEMINARS			0	476	844	2,401	3,715	3,315	3,715
TRAVEL EXPENSES - CLASSES / SEMINARS			0	765	822	3,442	4,150	3,650	4,650
POSTAGE			0	890	843	715	1,200	1,200	1,200
SUNDRY			0	1,244	803	528	1,200	780	780
PROPERTY AND LIABILITY INSURANCE			0	14,101	15,712	13,978	18,759	13,880	15,546
VEHICLE INS.			0	1,824	934	5,998	6,380	6,716	7,522
MISC. EQUIPMENT PURCHASES			0	9,960	430	353	1,800	1,200	1,200
SUB-TOTAL	0	0	0	29,850	20,763	28,057	38,495	31,647	35,519
GRAND TOTAL	0	0	1,081	404,583	453,914	512,824	738,340	679,182	780,717

FUND: GENERAL (1)				
DEPT: BUILDING (48)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
<u>SALARIES</u>				
4001	Base plus economic increase	364,468	362,350	379,055
4004	Retirement and Special Pay		0	0
4005	Overtime	2,400	1,200	1,200
4007	Temporary Help	0	0	0
		366,868	363,550	380,255
<u>4020 SOCIAL SECURITY</u>				
	FICA @ 6.2% & Medicare @ 1.45%	26,828	27,146	28,524
<u>4030 MEDICAL INSURANCE</u>				
	Estimated	46,930	37,660	47,075
<u>4031 DENTAL INSURANCE</u>				
	Estimated	2,748	2,748	2,885
<u>4032 VISION INSURANCE</u>				
	Estimated	865	865	891
<u>4033 LIFE INSURANCE</u>				
	Estimated	482	482	499
<u>4034 DISABILITY INSURANCE</u>				
	Estimated	1,051	1,051	1,088
<u>4050 RETIREMENT FUND</u>				
	Estimated amount necessary to fund plan based on actuarial report	29,779	37,187	60,346
<u>4060 UNEMPLOYMENT COMPENSATION</u>				
	Estimated expense based on prior experience and known factors			
<u>4070 WORKERS' COMPENSATION</u>				
	Current Premium	2,614	2,140	2,461
	TOTAL	2,614	2,140	2,461
<u>4110 OFFICE SUPPLIES AND PRINTING</u>				
	Copy Machine (\$170/month with overages included)	2,040	2,040	2,040
	Copy Machine Paper	800	800	800
	Envelopes	120	120	120
	Forms, Cards, etc.	1,200	1,200	1,200
	Other	1,200	1,200	1,200
	TOTAL	5,360	5,360	5,360
<u>4120 OPERATIONAL EQUIPMENT & SUPPLIES</u>				
	Small equipment purchases (wheel, tape measures, laths)	600	600	600
<u>4121 GASOLINE</u>				
	1320 gal no-lead gas @ \$2.45 (600 gallons ea: insp., B.O.)	2,940	2,904	3,234

FUND: GENERAL (1)				
DEPT: BUILDING (48)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4130	<u>COMPUTER SUPPLIES</u>			
	I-pad or tablet (2)	0	0	1,200
	Other	1,200	600	600
	TOTAL	1,200	600	1,800
4170	<u>UNIFORMS</u>			
	Building Dept 2 @ \$300 , 3 @ \$100	1200	1,200	1,100
4190	<u>OTHER SUPPLIES</u>			
	Paper Towels, tissue, hand soap, etc.	300	300	300
	Other	300	300	300
	TOTAL	600	600	600
4210	<u>BUILDING MAINTENANCE</u>			
	HVAC including Boilers	6,500	5,000	5,000
	Plumbing Service	650	650	650
	Cleaning Service	2,970	3,000	3,000
	Electric Service	500	500	500
	Fire Extinguisher Service	125	125	125
	Termite/Pest Control	500	500	500
	Light bulbs	300	300	300
	Other (lock and door repairs, roof repairs)	1,200	1,200	1,200
	TOTAL	12,745	11,275	11,275
4220	<u>EQUIPMENT MAINTENANCE</u>			
	Generators	825	825	825
	Phone	0		
	Other	360	0	0
	TOTAL	1,185	825	825
4230	<u>VEHICLE MAINTENANCE</u>			
	General	1,080	1,080	1,080
4250	<u>MAINTENANCE CONTRACTS</u>			
	Larimore Software	2,000	2,000	2,000
	A,T & T Global	1,080	1,080	1,080
	Systemaire	393	740	740
	TOTAL	3,473	3,820	3,820
4310	<u>ELECTRIC</u>			
	Current average monthly rate \$500/month (6% decrease to \$470/month)	5,640	5,640	5,640
4320	<u>GAS/HEATING</u>			
	Current average monthly rate \$206 x 12 (no increase)	2,472	3,300	3,300
4330	<u>WATER & SEWER</u>			
	Sewer Current Average Quarterly Rate \$200 x 4	1,000	800	800
	Water Current average quarterly rate \$200 x 4 (assume 5% inc.)	1,000	800	840
		2,000	1,600	1,640

FUND: GENERAL (1)				
DEPT: BUILDING (48)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
4340	<u>TRASH DISPOSAL</u>			
	Current monthly rate \$46 x 12 (+ \$100 citishred)	336	652	652
4350	<u>TELEPHONE</u>			
	Current monthly average - \$130/month	1,560	1,560	1,560
4351	<u>CELL PHONE- CURRENT MONTHLY AVG.</u>			
	Three phones total; B.O. and B.Inspector: \$100/month x 12	1,200	1,200	1,200
	<u>PROFESSIONAL FEES</u>			
4411	Planning Consultants- Comp. Plan and Zoning Ord. Update	150,000	105,000	150,000
4413	Midwest Litigation Reporting	4,000	3,600	3,600
4414	Various Engineering -- Updated Maps, etc.	2,400	1,200	1,200
4415	Landscape review (reimbursable)	15,000	14,000	14,000
4416	Vegetation Nuisance Abatement		2,000	2,000
	TOTAL	171,400	125,800	170,800
4420	<u>COMPUTER SERVICES</u>			
	Zobrio - Maintenance	2,400	2,400	2,400
	Code Red	400	400	400
	Office 365 (\$17 p/m x 6 users)	1,350	1,350	1,350
	Adobe (\$180/year per license, 4 licenses)	720	720	720
	Charter	200	200	200
	TOTAL	5,070	5,070	5,070
4430	<u>ADVERTISING</u>			
	Want Ads	120	120	120
	Public Notices	1,500	1,500	1,500
	TOTAL	1,620	1,620	1,620
4530	<u>DUES</u>			
	Intl. Code Council	135	135	135
	MABOI (3 people * \$35/each)	105	105	105
	APA - STL	25	331	331
	MACE (2*35)	70	0	0
	ASFPM	100	0	0
	MSFMA	25	35	35
	MFAM	30	0	0
	Certification Renewals (CFM: \$110, ICC: \$90)	300	300	300
	Land disturbance certification	500	0	0
	TOTAL	1,290	906	906
4550	<u>TRAINING CLASSES & SEMINARS</u>			
	Inspection Course, MABOI Educational Conference	900	900	900
	Certification test	600	600	600
	APA	350	350	750
	ICC Conference, education, code change hearings	625	625	625
	Zoning & Planning Commissioner training	240	240	240
	Other, training (land disturbance, arborist training, AICP)	1,000	600	600
	TOTAL	3,715	3,315	3,715

FUND:	GENERAL (1)			
DEPT:	BUILDING (48)			
	BUDGET DETAIL	BUDGET	FORECAST	BUDGET
	FISCAL YEAR ENDING DECEMBER 31, 2020	FY 2019	FY 2019	FY 2020
4551	<u>TRAVEL EXPENSES - CLASSES / SEMINARS</u>			
	ICC National Conference	2,400	2,400	2,400
	MABOI	1,250	1,250	1,500
	APA & planning conference	500	0	750
	TOTAL	4,150	3,650	4,650
4570	<u>POSTAGE</u>			
	Estimated	1,200	1,200	1,200
4580	<u>SUNDRY</u>			
	Miscellaneous	1,200	780	780
4590	<u>PROPERTY & LIABILITY</u>			
	Current Premium	18,759	13,880	15,546
	TOTAL	18,759	13,880	15,546
4591	<u>VEHICLE INSURANCE</u>			
	Current Premium	6,380	6,716	7,522
	TOTAL	6,380	6,716	7,522
4595	<u>MISC. EQUIPMENT PURCHASES</u>			
	Plan room shelves, office chairs, desks	1200	600	600
	Miscellaneous	600	600	600
	Total	1,800	1,200	1,200
	TOTAL BUILDING DEPT. EXPENDITURES	738,340	679,182	780,717

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FINANCE

CITY OF LADUE 2020 BUDGET

FUND: General (1)
DEPARTMENT: Finance (49)

Personnel Summary

Position	Pay Grade	Number of Employees
Finance Director	13	1
Accounting Clerk II (Shared with Administration)	6	0.5
Accounting Clerk I (Shared with Administration)	4	<u>0.5</u>
Total full time employees		2
Total part time employees		<u><u>0</u></u>

Department Description and Activities:

The mission of the Finance Department is to effectively and efficiently provide the highest quality fiscal services to the citizens of Ladue, elected officials and all City employees. We are committed to integrity, accountability and customer service to accomplish our mission and to serve our customers.

The Finance Department is an operational department that provides effective and professional management of the City's accounting policies to maintain compliance with federal and state statutes and city ordinances. We strive to provide timely, accurate and consistent financial data and reports, and to establish, implement and monitor Citywide accounting policies and procedures.

In particular, the department is responsible for collecting revenues and paying expenditures; analyzing and monitoring the City's investments and idle funds to maximize returns while minimizing risk; developing the annual operating budget; providing the City Council and Mayor with short and long-term financial forecasts and advice regarding financial affairs of the City; and administering the two City pension funds.

In addition to the above responsibilities, the department prepares payroll and oversees fixed assets. The department also monitors internal controls to ensure the reliability of reports and all financial activity. The department is

FUND: GENERAL (1)
DEPT: FINANCE (49)
BUDGET SUMMARY

YEAR ENDING OR ENDED DECEMBER 31,				
2017	2018	2019	2019	2020
ACTUAL	ACTUAL	BUDGET	FORECAST	BUDGET

Personnel:

4001	Base	0	159,667	170,228	168,535	179,237
4004	Retirement and Special Pay	0	590	0	0	0
4005	Overtime	0	0	1,500	0	1,000
4007	Temporary Help	0	5,169			
4020	Social Security	0	11,935	13,022	12,718	13,807
4030	Health Insurance	0	16,199	19,505	19,680	24,600
4031	Dental Insurance	0	1,482	1,565	1,565	1,643
4032	Vision Insurance	0	484	430	430	443
4033	Life Insurance	0	279	266	266	280
4034	Disability Insurance	0	574	579	579	609
4050	Retirement Fund	0	18,658	16,542	19,483	34,103
4070	Workers' Compensation	0	163	163	130	150
Subtotal:		0	215,200	223,799	223,386	255,873

Supplies & Services

4110	Office Supplies and Printing	0	1,166	1,220	1,220	1,320
4121	Gasoline	0	1,203	1,750	1,200	1,200
4130	Computer Supplies	0	246	200	400	400
4170	Uniforms	0	110	200	200	200
4250	Maintenance Contracts	0	0	18,000	10,000	12,700
4412	Professional Fees- Audit	0	22,307	24,000	24,000	24,000
4415	Professional Fees- Actuary	0	4,884	14,400	16,000	13,500
4420	Computer Services	0	9,507	13,270	13,270	13,370
4430	Advertising	0	91	150	150	150
4530	Dues	0	268	225	225	225
4540	Subscriptions	0	218	740	740	740
4550	Training Classes and Seminars	0	1,681	1,950	2,050	2,250
4551	Travel Expenses	0	187	2,900	3,700	3,900
4560	Post Secondary Tuition	0	0	700	700	1,400
4580	Sundry	0	14	580	300	580
4590	Property & Liability Insurance	0	10,272	13,786	10,200	11,730
4595	Misc. Equipment Purchases	0	0	750	500	1,050
Subtotal:		0	52,153	94,821	84,855	88,715

TOTAL FINANCE EXPENDITURES

0	267,353	318,620	308,241	344,588
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GENERAL FUND COMPARISONS									
	2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES - FINANCE									
PERSONNEL									
SALARIES						159,667	170,228	168,535	179,237
OVERTIME						0	1,500	0	1,000
TEMPORARY						5,169	0	0	0
SOCIAL SECURITY & MEDICARE						11,935	13,022	12,718	13,807
MEDICAL INS.						16,199	19,505	19,680	24,600
DENTAL INS.						1,482	1,565	1,565	1,643
VISION INS.						484	430	430	443
LIFE INS.						279	266	266	280
DISABILITY INSURANCE						574	579	579	609
RETIREMENT						18,658	16,542	19,483	34,103
WORKERS' COMP INS.						163	163	130	150
SUB-TOTAL	0	0	0	0	0	215,200	223,799	223,386	255,873
SUPPLIES									
OFFICE SUPPLIES & PRINTING						1,166	1,220	1,220	1,320
GASOLINE						1,203	1,750	1,200	1,200
COMPUTER SUPPLIES						246	200	400	400
UNIFORMS						110	200	200	200
SUB-TOTAL	0	0	0	0	0	2,725	3,370	3,020	3,120
MAINTENANCE									
MAINTENANCE CONTRACTS						0	18,000	10,000	12,700
SUB-TOTAL	0	0	0	0	0	0	18,000	10,000	12,700
PROFESSIONAL SERVICES									
PROFESSIONAL FEES-AUDIT						22,307	24,000	24,000	24,000
PROF. FEES OTHER						4,884	14,400	16,000	13,500
COMPUTER SERVICES						9,507	13,270	13,270	13,370
ADVERTISING						91	150	150	150
SUB-TOTAL	0	0	0	0	0	36,789	51,820	53,420	51,020
MISCELLANEOUS EXPENSES									
COMM RELATIONS						0	0	0	0
DUES						268	225	225	225
SUBSCRIPTIONS						218	740	740	740
TRAINING CLASSES & SEMINARS						1,681	1,950	2,050	2,250
TRAVEL EXPENSES - CLASSES / SEMINARS						187	2,900	3,700	3,900
POST SECONDARY TUITION						0	700	700	1,400
SUNDRY						14	580	300	580
PROPERTY AND LIABILITY INSURANCE						10,272	13,786	10,200	11,730
PROPERTY AND LIABILITY INSURANCE						0	0	0	0
MISC. EQUIPMENT PURCHASES						0	750	500	1,050
SUB-TOTAL	0	0	0	0	0	12,639	21,631	18,415	21,875
GRAND TOTAL	0	0	0	0	0	267,353	318,620	308,241	344,588

FUND: GENERAL (1)				
DEPT: FINANCE (49)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
<u>SALARIES</u>				
4001	Base	170,228	168,535	179,237
4005	Overtime	1,500	0	1,000
4007	Temporary Help			
	TOTAL	171,728	168,535	180,237
<u>4020 SOCIAL SECURITY</u>				
	FICA @ 6.2% & Medicare @ 1.45%	13,022	12,718	13,807
<u>4030 HEALTH INSURANCE</u>				
	Estimated	19,505	19,680	24,600
<u>4031 DENTAL INSURANCE</u>				
	Estimated	1,565	1,565	1,643
<u>4032 VISION INSURANCE</u>				
	Estimated	430	430	443
<u>4033 LIFE INSURANCE</u>				
	Estimated	266	266	280
<u>4034 DISABILITY INSURANCE</u>				
	Estimated	579	579	609
<u>4050 RETIREMENT FUND</u>				
	Estimated amount necessary to fund plan based on actuarial report.	16,542	19,483	34,103
<u>4070 WORKERS' COMPENSATION</u>				
	Current Premium	163	130	150
<u>4110 OFFICE SUPPLIES AND PRINTING</u>				
	Copy Machine Paper	200	200	200
	Envelopes	70	70	70
	Budget Document Supplies	200	200	300
	Forms, Cards, etc.	300	300	300
	Other	450	450	450
	TOTAL	1,220	1,220	1,320
<u>4121 GASOLINE</u>				
	2018 - 728 gal @\$2.60	1,750	1,200	1,200
	2019 - 700 gal @\$2.45			
<u>4130 COMPUTER SUPPLIES</u>				
	Printer Materials (toner, etc.)	200	400	400
<u>4170 UNIFORMS</u>				
	Finance Shirts/Jackets \$100 each, 1/2 Accounting Clerk I and Accounting Clerk II	200	200	200

FUND:	GENERAL (1)			
DEPT:	FINANCE (49)			
	BUDGET DETAIL	BUDGET	FORECAST	BUDGET
	FISCAL YEAR ENDING DECEMBER 31, 2020	FY 2019	FY 2019	FY 2020
4250	<u>MAINTENANCE CONTRACTS</u>			
	Microsoft SL	3,000	0	0
	2019 New Finance Software	15,000	10,000	12,700
	TOTAL	18,000	10,000	12,700
	<u>PROFESSIONAL FEES</u>			
4412	2019 \$20,000 plus audit prep (\$4,000 estimate)	24,000	24,000	24,000
4415	Pension Actuary - Milliman	11,000	16,000	11,000
4415	Accounting Serv.	3,400	0	2,500
	TOTAL	38,400	40,000	37,500
4420	<u>COMPUTER SERVICES</u>			
	Monthly Data Proc. Charges (County and MO DOR)	480	480	480
	Payroll (ADP) (increasing 1% on 7/23/19)	9,350	9,350	9,450
	AsiFlex (Flexible Spending Accounts) \$70/month	840	840	840
	IT Support	1,500	1,500	1,500
	Adobe Professional - \$15/month/user - 3 users (1/2			
	Accounting Clerk I and Accounting Clerk II)	550	550	550
	Office 365 Finance+ labor for renewal licensing (1/2			
	Accounting Clerk I and Accounting Clerk II)	550	550	550
		13,270	13,270	13,370
4430	<u>ADVERTISING</u>			
	Public Notices	150	150	150
4530	<u>DUES</u>			
	GFOA - National	175	175	175
	GFOA - State	50	50	50
	TOTAL	225	225	225
4540	<u>SUBSCRIPTIONS</u>			
	Gov't Finance Review	50	50	50
	St. Louis Business Journal- (2018- 6 Months, 2019- 12 Months	140	140	140
	Wall Street Journal	350	350	350
	Finance/Accounting Material	100	100	100
	Other	100	100	100
	TOTAL	740	740	740
4550	<u>TRAINING CLASSES & SEMINARS</u>			
	GFOA/spring & fall conf & monthly meetings	1,200	1,200	1,200
	National GFOA Conference	750	650	750
	Misc. Classes/Seminars	0	200	300
	TOTAL	1,950	2,050	2,250
4551	<u>TRAVEL EXPENSES - CLASSES / SEMINARS</u>			
	GFOA- spring & fall conferences	900	900	900
	GFOA- National Conference	2,000	2,000	2,000
	Marquette Conference/Misc. Conferences	0	800	1,000
	TOTAL	2,900	3,700	3,900

FUND:	GENERAL (1)			
DEPT:	FINANCE (49)			
	BUDGET DETAIL	BUDGET	FORECAST	BUDGET
	FISCAL YEAR ENDING DECEMBER 31, 2020	FY 2019	FY 2019	FY 2020
4560	<u>POST SECONDARY TUITION</u>			
	Accounting Clerk I	700	700	1,400
4580	<u>SUNDRY</u>			
	GFOA Distinguished Budget Award	280	0	280
	Other	300	300	300
	TOTAL	580	300	580
4590	<u>PROPERTY & LIABILITY INSURANCE</u>			
	Current Premium	13,786	10,200	11,730
4595	<u>MISC. EQUIPMENT PURCHASES</u>			
	Desk Chair- Accounting Clerk	500	250	0
	Scanner	0	0	800
	Misc.	250	250	250
		750	500	1,050
	TOTAL FINANCE EXPENDITURES	318,620	308,241	344,588

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MUNICIPAL COURT

CITY OF LADUE 2020 BUDGET

FUND: General (1)
DEPARTMENT: Court (50)

Personnel Summary

Position	Pay Grade	Number of Employees
Court Administrator	7	<u>1</u>
Municipal Judge (Non-employee)		
Provisional Municipal Judge (Non-Employee)		
Total full time employees		1
Total part time employees		<u><u>0</u></u>

Department Description and Activities:

The Ladue Municipal Court is the judicial branch of the City of Ladue government and a division of the Twenty-First Circuit Court of St. Louis County. The Municipal Court has jurisdiction over all cases filed by the Ladue Police Department and Ladue Building Department involving violations of the provisions of the Ladue codes and ordinances.

The Municipal Judge presides over the Court and is appointed to a two year term by the City Council upon nomination by the Mayor. The Court Administrator provides customer service and administrative support to the Municipal Court by processing dockets, bonds, fine and cost payments, and maintaining case files.

FUND: GENERAL (1)
DEPT: COURT (50)
BUDGET SUMMARY

YEAR ENDING OR ENDED DECEMBER 31,				
2017	2018	2019	2019	2020
ACTUAL	ACTUAL	BUDGET	FORECAST	BUDGET

Personnel:

4001	Base	0	0	59,249	59,900	61,915
4005	Overtime	0	0	3,000	0	3,000
4020	Social Security	0	0	4,533	4,182	4,391
4030	Health Insurance	0	0	19,647	18,206	22,758
4031	Dental Insurance	0	0	1,318	1,318	1,384
4032	Vision Insurance	0	0	215	215	222
4033	Life Insurance	0	0	92	92	97
4034	Disability Insurance	0	0	201	201	211
4050	Retirement Fund	0	0	5,706	6,784	11,680
4070	Workers' Compensation	0	0	57	47	54
Subtotal:		0	0	94,018	90,946	105,711

Supplies & Services

4110	Office Supplies and Printing	0	0	1,400	1,357	1,400
4130	Computer Supplies	0	0	400	405	400
4170	Uniforms	0	0	100	100	100
4340	Trash Disposal	0	0	0	0	200
4351	Cell Phone	0	0	220	206	220
4420	Computer Services	0	0	7,103	6,995	6,915
4440	Legal Retainers	0	0	9,000	9,000	9,000
4530	Dues	0	0	100	100	100
4540	Subscriptions	0	0	225	253	260
4550	Training Classes and Seminars	0	0	800	800	800
4551	Travel Expenses	0	0	1,600	1,200	1,600
4560	Post Secondary Education	0	0	0	0	2,000
4570	Postage	0	0	400	370	400
4580	Sundry	0	0	500	100	500
4595	Misc. Equipment Purchases	0	0	500	250	0
Subtotal:		0	0	22,348	21,136	23,895

TOTAL COURT EXPENDITURES	0	0	116,366	112,082	129,606
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GENERAL FUND COMPARISONS		2013	2014	2015	2016	2017	2018	BUDGET 2019	FORECAST 2019	BUDGET 2020
EXPENSES - COURT PERSONNEL										
SALARIES						59,249		59,900		61,915
OVERTIME						3,000		0		3,000
SOCIAL SECURITY & MEDICARE						4,533		4,182		4,391
MEDICAL INS.						19,647		18,206		22,758
DENTAL INS.						1,318		1,318		1,384
VISION INS.						215		215		222
LIFE INS.						92		92		97
DISABILITY INSURANCE						201		201		211
RETIREMENT						5,706		6,784		11,680
WORKERS' COMP INS.						57		47		54
SUB-TOTAL		0	0	0	0	94,018	0	90,946	0	105,711
SUPPLIES										
OFFICE SUPPLIES & PRINTING						1,400		1,357		1,400
COMPUTER SUPPLIES						400		405		400
UNIFORMS						100		100		100
SUB-TOTAL		0	0	0	0	1,900	0	1,862	0	1,900
UTILITIES										
TRASH DISPOSAL						0		0		200
MOBILE PHONE						220		206		220
SUB-TOTAL		0	0	0	0	220	0	206	0	420
PROFESSIONAL SERVICES										
COMPUTER SERVICES						7,103		6,995		6,915
LEGAL RETAINERS						9,000		9,000		9,000
SUB-TOTAL		0	0	0	0	16,103	0	15,995	0	15,915
MISCELLANEOUS EXPENSES										
DUES						100		678,508		853,328
SUBSCRIPTIONS						225		100		100
TRAINING CLASSES & SEMINARS						800		253		260
TRAVEL EXPENSES - CLASSES / SEMINARS						1,600		800		800
POST SECONDARY TUITION						0		1,200		1,600
POSTAGE						400		0		2,000
SUNDRY						500		370		400
MISC. EQUIPMENT PURCHASES						500		100		500
SUB-TOTAL		0	0	0	0	4,125	0	3,073	0	5,660
GRAND TOTAL		0	0	0	0	116,366	0	112,082	0	129,606

FUND: GENERAL (1)				
DEPT: COURT (50)				
BUDGET DETAIL		BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020		FY 2019	FY 2019	FY 2020
<u>SALARIES</u>				
4001	Base	59,249	59,900	61,915
4004	Special Pay			0
4005	Overtime	3,000	0	3,000
4007	Temporary Help			
TOTAL		62,249	59,900	64,915
<u>SOCIAL SECURITY</u>				
4020	FICA @ 6.2% & Medicare @ 1.45%	4,533	4,182	4,391
<u>HEALTH INSURANCE</u>				
4030	Estimated	19,647	18,206	22,758
<u>DENTAL INSURANCE</u>				
4031	Estimated	1,318	1,318	1,384
<u>VISION INSURANCE</u>				
4032	Estimated	215	215	222
<u>LIFE INSURANCE</u>				
4033	Estimated	92	92	97
<u>DISABILITY INSURANCE</u>				
4034	Estimated	201	201	211
<u>RETIREMENT FUND</u>				
4050	Estimated amount necessary to fund plan based on actuarial report.	5,706	6,784	11,680
<u>WORKERS' COMPENSATION</u>				
4070	Current Premium	57	47	54
<u>OFFICE SUPPLIES AND PRINTING</u>				
4110	Copy Machine Paper	100	0	100
	Envelopes	100	0	100
	Forms, Cards, etc.	1,000	1,150	1,000
	Other	200	207	200
TOTAL		1,400	1,357	1,400
<u>COMPUTER SUPPLIES</u>				
4130	Printer Materials (toner, etc.)	200	200	200
	Other	200	205	200
TOTAL		400	405	400
<u>UNIFORMS</u>				
4170	Court Administrator - Shirts/Jackets	100	100	100

FUND:	GENERAL (1)			
DEPT:	COURT (50)			
	BUDGET DETAIL	BUDGET	FORECAST	BUDGET
	FISCAL YEAR ENDING DECEMBER 31, 2020	FY 2019	FY 2019	FY 2020
4340	<u>TRASH DISPOSAL</u>			
	Shredding	0	0	200
4351	<u>CELL PHONE- CURRENT MONTHLY AVG.</u>			
	Tablets - 1@\$11/month plus \$7.09 account fee	220	206	220
4420	<u>COMPUTER SERVICES</u>			
	REJIS - Court - \$366/month	4,392	4,352	4,272
	REJIS - Communication & Access - \$184/month	2,208	2,208	2,208
	Adobe Professional - \$15/month/user	248	180	180
	Office 365	255	255	255
	TOTAL	7,103	6,995	6,915
4440	<u>LEGAL RETAINERS</u>			
	Municipal Judge \$ 2,250 quarterly	9,000	9,000	9,000
4530	<u>DUES</u>			
	MACA \$60, MSLACA \$40	100	100	100
4540	<u>SUBSCRIPTIONS</u>			
	Court Rules	225	253	260
4550	<u>TRAINING CLASSES & SEMINARS</u>			
	Annual Court Conference/Seminars	800	800	800
		800	800	800
4551	<u>TRAVEL EXPENSES - CLASSES / SEMINARS</u>			
	Annual Court Conference	1,600	1,200	1,600
4560	<u>POST SECONDARY TUITION</u>			
	Associates Degree	0	0	2,000
4570	<u>POSTAGE</u>			
	Estimated	400	370	400
4580	<u>SUNDRY</u>			
	Other	500	100	500
4595	<u>MISC. EQUIPMENT PURCHASES</u>			
	Desk Chair - Court Administrator	500	250	0
	Total	500	250	0
	TOTAL COURT EXPENDITURES	116,366	112,082	129,606

ROAD & BRIDGE FUND

CITY OF LADUE ROAD & BRIDGE FUND REVENUE BUDGET DETAIL FISCAL YEAR ENDING DECEMBER 31, 2020				BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
3180	<u>MOTOR VEHICLE LICENSES</u>					
	Estimated			36,000	36,000	36,000
3250	<u>COUNTY ROAD FUND TAX</u>					
	Estimated			676,599	676,599	686,748
3260	<u>GASOLINE TAX</u>					
	Estimated			225,533	225,533	228,916
3510	<u>EARNINGS ON INVESTMENTS</u>					
	Estimated			2,563	18,000	18,180
3540	<u>SUNDRY</u>					
	Fed share of Lay Road Improvements (Road)			0	676	0
	Fed share of Lay Road Improvements (Sidewalk)			0	1,820	0
	TOTAL			0	2,496	0
	TOTAL ROAD & BRIDGE REVENUE			940,695	958,628	969,844
CITY OF LADUE ROAD & BRIDGE FUND EXPENDITURES BUDGET DETAIL FISCAL YEAR ENDING DECEMBER 31, 2020				BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
4805	<u>ROAD & DRAINAGE MAINTENANCE</u>					
	Paving Materials & Disposal			30,000	30,000	30,000
	Cross walk safety improvements			5,000	0	5,000
	Reclamite			0	0	6,000
	General road Striping			108,000	52,000	0
	Street Sweeping			5,000	5,000	5,000
	Curb & Sidewalk Maintenance			6,000	6,000	6,000
	TOTAL			154,000	93,000	52,000
4810	<u>GUARD RAIL MAINTENANCE</u>					
	Repairs and end-terminal replacements as needed			5,000	5,000	5,000
4815	<u>RIGHT-OF-WAY MAINTENANCE</u>					
	General			1,200	1,200	1,200
	Contract Mowing			0	0	70,000
	Roadway Landscape			10,000	10,000	10,000
	Holiday Lighting			9,300	9,300	9,300
	Equipment rental			2,400	1,200	1,200
	Weed Control Chemicals			1,200	1,200	1,200
	TOTAL			24,100	22,900	92,900
4820	<u>ROAD SIGNS</u>					
	Estimated (various replacements)					
	TOTAL			4,000	4,000	4,000
4825	<u>SNOW & ICE REMOVAL</u>					
	200 tons of salt @ \$71.09/ton (Co-op Jan/Feb 2020)			2,922	9,500	14,218
	400 tons of salt @ \$75/ton (Co-op Nov/Dec 2020)			26,000	24,882	30,000
	3,000 gal. of liquid calcium @ \$1.33 per gal.			5,307	5,307	5,307
	Weather service			2,400	2,400	2,400
	Calcium Pellets			850	850	850
	TOTAL			37,479	42,939	52,775

CITY OF LADUE ROAD & BRIDGE FUND REVENUE BUDGET DETAIL FISCAL YEAR ENDING DECEMBER 31, 2020				BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
4830	<u>TRAFFIC SIGNAL MAINTENANCE</u>					
	Allowance for minor signal improvements			24,000	24,000	24,000
	Maintenance			24,000	18,000	18,000
	Electric (550 x 12)			6,600	6,600	6,600
	TOTAL			54,600	48,600	48,600
4835	<u>GASOLINE STORAGE TANKS</u>					
	Maintenance & Inspections			5,000	2,400	2,400
4840	<u>TREE REMOVAL</u>					
	Tree removal and tree maintenance			22,000	22,000	22,000
4851	<u>CLAYTON ROAD BUSN DISTRICT/S. OUTER 40</u>					
	Pedestrian Audit; Crosswalks and Pedestrian Signal (see 4895-2-00)			0	0	12,000
	Clayton/Warson/I-64 Enhancement and Sidewalk Connections (Fund)			0	0	0
				0	0	12,000
4864	<u>DIELMAN ROAD</u>					
	Design (locally funded)			11,000	11,874	62,370
4876	<u>LAY ROAD</u>					
	Road portion (Construction)			0	1,764	0
	Sidewalk portion (Construction)			0	4,756	0
				0	6,520	0
	<u>MILL AND OVERLAY PROGRAM, including re-striping</u>					
4866	Gilbert			20,160	0	21,168
4870	Kortwright			24,480	0	25,704
4880	McKnight Road; I-64 - Litzsinger Shoulder			64,650	0	67,883
4853	Clayton Road Park Subdivision Alleys			20,160	0	21,168
				129,450	0	135,923
	<u>ANNUAL MICROSURFACING PROGRAM</u>					
	Budget 2020: \$5.00/SY					
4850	Clayton Road			0	0	388,090
4852	Clayton Road Park Subdivision			0	0	0
4862	Des Peres (\$5.90/SY)			0	0	0
4872	Ladue Road (at \$6.22/SY for traffic control), 60494 SY			376,273	288,580	
4880	McKnight: I-64 - Litzsinger - 2020			0	0	28,285
4882	North McKnight			24,054	18,420	
4888	Warson; Clayton to Old Warson (\$5.90/SY with striping)			0	0	0
4890	Old Warson (2017)			0	0	0
4892	Woodlawn (2017)			0	0	0
				400,327	307,000	416,375
	<u>INTERSECTION IMPROVEMENTS</u>					
4888	Conway & Warson Signalization; apply for Federal Funds & app. fee			0	0	8,500
4860						
	<u>ADA SIDEWALK AND RAMP IMPROVEMENTS</u>					
4851	Clayton Road Sidewalk Improvements Phase 1 (Business District)			200,000	225,000	0
4850	Clayton Road Sidewalk improvements Phase 2 (Warson to Fieldcrest)			25,000	30,000	250,000
4850	Clayton Road Sidewalk improvements Phase 3 (Fieldcrest to Lindberg)			0	0	35,000
4850	Improvement Projects #1 & #3(Clayton east of Conway) apply for gra			10,000	0	0
				235,000	255,000	285,000
4895	<u>PROFESSIONAL FEES</u>					
	Traffic Consultant: on-call traffic engineering & studies			50,000	40,000	24,000
	Roadway Consultant: on-call roadway engineering			36,000	36,000	36,000
	Citywide sidewalk plan update			0	0	50,000
	GIS: \$300/month plus data plans for I-pads, new data layers			9,800	5,000	6,000
	TOTAL			95,800	81,000	116,000
4896	<u>SUNDRY</u>					
	Estimated			0	0	0
4899	<u>TRANSFER TO GENERAL</u>					
	Transfer to General Fund			500,010	500,010	487,613
	TOTAL ROAD & BRIDGE EXPENDITURES			1,677,766	1,402,242	1,803,456

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CAPITAL IMPROVEMENT FUND

CITY OF LADUE			
CAPITAL IMPROVEMENT FUND REVENUE			
BUDGET DETAIL			
FISCAL YEAR ENDING DECEMBER 31, 2020	BUDGET FY 2019	FORECAST FY 2019	BUDGET FY 2020
3240 SALES TAX			
ESTIMATED	928,725	940,000	956,587
3510 EARNINGS ON INVESTMENT			
ESTIMATED	22,220	22,220	22,664
3600 TRANSFERS IN			
Transfer In- Special Revenue Fund	175,000	175,000	200,000
TOTAL CAP. IMPROVEMENT REVENUE	1,125,945	1,137,220	1,179,251

CAPITAL IMPROVEMENT FUND EXPENDITURES			
BUDGET DETAIL			
FISCAL YEAR ENDING DECEMBER 31, 2020	BUDGET FY 2019	FORECAST FY 2019	BUDGET FY 2020
4710 CAPITAL ACQUISITIONS			
AD Facility Needs Assessment - City Hall	20,000	26,000	1,300
AD Roof Repair	15,000	0	0
AD Exterior Painting	30,000	10,000	0
PD Roof and Gutter Project	75,000	0	185,000
PD Replace AC split system for dispatch area	0	0	0
PD Repair or replace carport concrete	0	0	0
PD ADA Improvement Project	0	0	25,000
FD 2018 New Bay Doors	0	0	0
PW Municipal Campus Privacy Fence Replacement; 675	25,313	0	0
PW Fuel Tank Repairs	7,600	8,160	0
PW Public Works Department Facility Needs Assessmer	20,000	25,860	1,500
PW Municipal Campus Parking Lot Rehabilitation	0	0	0
PW ADA Improvement Project #1	16,100	0	0
PW ADA Improvement Project #5	17,000	0	0
PW Building B Roof Replacement	18,000	18,000	0
BD Exterior Painting	30,000	10,000	0
BD Building Department Facility & Programming assessr	20,000	25,860	1,500
BD Elevator Repair	0	0	0
TOTAL	294,013	123,880	214,300

CAPITAL IMPROVEMENT FUND EXPENDITURES			
BUDGET DETAIL	BUDGET	FORECAST	BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2020	FY 2019	FY 2019	FY 2020
<u>4720 EQUIPMENT PURCHASES</u>			
AD City Hall Servers	15,000	0	15,000
AD City wide computer equipment	21,100	21,340	20,500
AD Software (Finance) Upgrade	160,000	48,000	112,000
AD Technology Upgrades - Council Room	27,000	18,178	8,800
AD Technology Upgrades - City Hall Conference Room	5,000	0	0
AD Records Management Software/Equipment/Storage	25,000	0	25,000
PD Vehicle Video Record Equip (1 Server system; 7 Vel	60,000	59,000	5,700
PD Phone/radio Recorder	15,000	14,790	0
PD Changing Equipment on New Cars	17,750	18,000	6,000
PD Speed Trailer & Radar Signage	0	0	6,500
PD Virtual Reality Training System	0	0	55,000
FD Apparatus Equip - Hydraulic/Electric Rescue tools	27,000	25,611	0
FD Apparatus Equip - Vent Fan Replacement	9,000	8,974	0
FD Apparatus Equip - Nozzle Replacement	0	0	25,000
FD Personal Protective Equip - Turn Out Gear	19,801	18,711	20,791
PW Brine System with tank	16,500	12,213	0
PW Leaf Vac	0	0	47,075
PW A-300 BobCat Skid Steer	84,000	52,674	0
PW Kubota Lawn Mower with Trailer	0	0	27,500
PW Traffic Analyzers & Data Management Software	0	0	8,200
BD Archive & Storage Solutions with Server	0	0	20,000
BD HVAC	25,000	10,000	0
BD Software - Land Management/Permits/Complaints	5,400	5,400	6,900
TOTAL	532,551	312,892	409,966
<u>4730 VEHICLE PURCHASES</u>			
PD Police Vehicles	57,680	67,750	30,000
FD Vehicles - Duty Vehicle	45,000	38,166	0
FD Vehicles - Fire Apparatus	716,000	715,512	0
FD Vehicles - Ambulance	0	0	280,000
PW Director Vehicle	0	0	36,750
PW Superintendent Vehicle	0	0	36,750
PW 3/4 Ton Utility Truck	0	0	36,750
PW 2 Ton Dump Truck	110,021	110,021	140,000
PW 1 Ton Dump Truck	61,838	0	61,838
BD 1/2 Ton Pick-Up Truck	0	0	36,750
TOTAL	990,539	931,449	658,838
<u>DEBT SERVICE</u>			
FD New Firehouse- Interest and Principal	456,400	456,400	452,017
TOTAL	456,400	456,400	452,017
TOTAL CAP. IMPROVEMENT EXPENDITURES	2,273,503	1,824,620	1,735,121

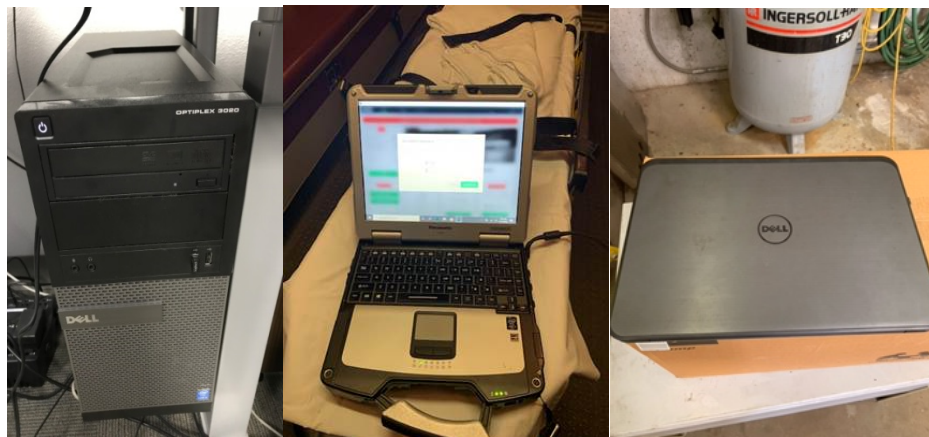
DEPARTMENT: **Administration**
CAPITAL ITEM: **City Wide Computer Hardware**
ACCOUNT: **4720-6-00 Capital Acquisitions**
FY2020 COST: **\$20,500**

FY2020 Budgeted Capital Item: (Replacement)

Replace outdated workstations, monitors, and laptops in multiple City departments.

Existing Condition:

- Dell OptiPlex 3020 (2016)
- Dell OptiPlex 3020 (2016)
- Dell OptiPlex 7020 (2015)
- Dell OptiPlex 7010 (2014)
- Dell OptiPlex 3040 (2016)
- Dell OptiPlex 3010 (2012)
- Dell OptiPlex 7010 (2014)
- Dell OptiPlex 7020 (2015)
- Lenovo 10B6001SUS (2015)
- Lenovo 10GT002SUS (2016)
- HP H81360T
- Panasonic Toughbook CF-31-5 (2017)
- Dell Latitude 3540 Laptop (2012)
- (11) 24" Monitors
-



Funding Source:

Current revenues of the Capital Improvement Fund (Fund 6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing equipment with similar functionality.

DEPARTMENT: **Administration**
CAPITAL ITEM: **Records Management**
ACCOUNT: **4720-6-00 Capital Acquisitions**

FY2020 COST: **\$25,000**

FY2020 Budgeted Capital Item: (Replacement)

Replace the existing shelving system in the records vault with a modern mobile storage system.

Existing Condition:

Stationary wooden shelves with inadequate storage space for permanent records and limited access to second row deep storage.



Funding Source:

Current revenues of the Capital Improvement Fund (Fund 6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing storage system with better functionality.

DEPARTMENT: **Administration, Public Works & Building**

CAPITAL ITEM: **City Facilities Needs Assessment**

ACCOUNT: **4710-6-00 Capital Acquisitions**

FY2020 COST: **\$4,300**

FY2020 Budgeted Capital Item:

The City contracted with an architect to develop plans to correct existing deficiencies and meet the future needs of the Departments within City Hall, Building Department and Public Works. The assessment began in 2019 and a significant portion of the cost was expended in 2019, with the remainder in 2020.

Existing Condition:

- City Hall (1970)
- Building Department (1931)



Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

Undetermined impact on future operational budgeting until the assessment is complete and a decision is made on addition/renovation or new construction and size of facility. However, expectations are new systems and improved energy efficiency would reduce the cost of operation and maintenance.

DEPARTMENT: **Police**
CAPITAL ITEM: **American Disability Act (ADA) Building Compliance**
ACCOUNT: **4710-6-00 Capital Acquisitions**
FY2020 COST: **\$25,000**

FY2020 Budgeted Capital Item:

ADA Compliance within the Police Department

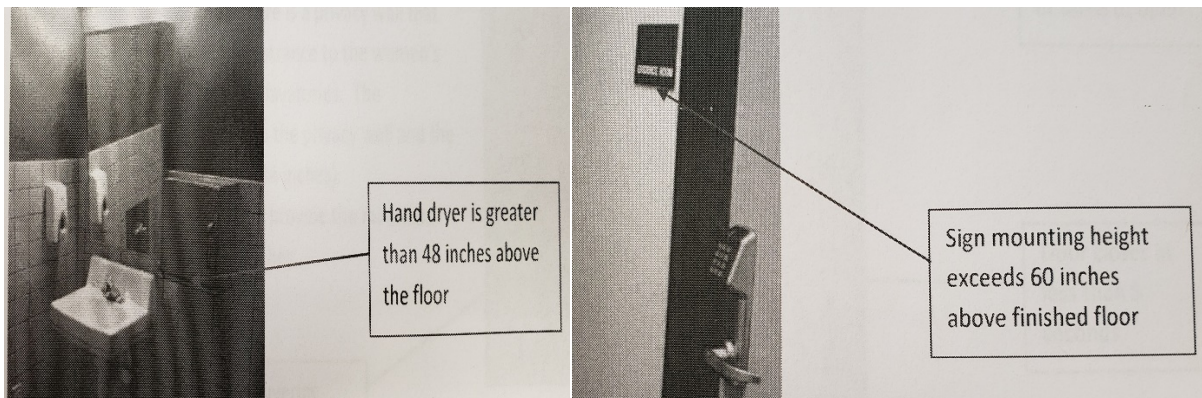
- Relocate signage throughout PD to meet ADA height requirements.
- Relocate mirrors and coat hooks to proper height in lobby restroom (1st floor), men's restroom (2nd floor), and women's restroom (2nd floor).
- Relocate paper towel dispensers to proper height in lobby restroom (1st floor), men's restroom (2nd floor), and women's restroom (2nd floor).
- Relocate grab bars to proper height in lobby restroom (1st floor), men's restroom (2nd floor), and women's restroom (2nd floor).
- Repair any damage caused by replacing items.

Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting.



DEPARTMENT:	Police
CAPITAL ITEM:	Vehicle Video Recording System
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$5,700

FY2020 Budgeted Capital Item:

Recurring payment for years 2020 – 2023, for remaining balance of the in-car camera and body microphone recording system.

- Hardware bundle (cameras, microphones, tokens, etc.).
- Warranty with 24/7 Technical Support.

Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting.



DEPARTMENT:	Police
CAPITAL ITEM:	Vehicle Equipment Changeover
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$6,000

FY2020 Budgeted Capital Item:

Vehicle equipment changeover from trade-ins to new vehicles

- Parts, labor, replacement equipment (i.e. light bars, gun racks, radio console, etc.).
- Striping and logo placement.

Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting.



DEPARTMENT:	Police
CAPITAL ITEM:	Portable Radar Signs for Speed Trailer
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$6,500

FY2020 Budgeted Capital Item:

The TC-400 is a portable, battery powered radar speed sign that can be used in multiple locations to assist with traffic safety, community relations, and speed enforcement.

- Flexibility: A portable radar speed sign can be used in many places a speed trailer simply will not fit and can be securely mounted to any existing pole in just 2-3 minutes.
- Portability: Allows same day response to speeding complaints.
- Design: Radar range up to 1200 feet away; radar housing weighs only 26 lbs.; rugged design defeats most vandalism; and the TC-400 includes a two-year warranty.

Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting.



11" high
super bright
amber LEDs

Quick Mount
GoBracket



Lightweight with
easy carry handle

Field exchangeable
battery packs



Installs
in minutes

DEPARTMENT:	Police
CAPITAL ITEM:	Virtual Reality Training System
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$55,000

FY2020 Budgeted Capital Item:

Virtual Reality Training to enhance our use of force training to include firearm, taser, and OC spray.

- Realistic and immersive training.
- Virtual Reality uses motion to capture technology to shoot authentic human moments to simulate real world scenarios.
- Training can be customized to meet the demands of any department.

Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting.



DEPARTMENT:	Police
CAPITAL ITEM:	Police Vehicle – Patrol (Replacement)
ACCOUNT:	4730-6-00 Vehicle Purchases
FY2020 COST:	\$30,000

FY2020 Budgeted Capital Item:

2020 Ford Explorer

- Fully marked unit for law enforcement patrol purposes.

Existing Vehicle:

2014 Dodge Charger

Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting as replacement of existing vehicle.



DEPARTMENT:	Police
CAPITAL ITEM:	Roof Tear-Off and Replacement
ACCOUNT:	4710-6-00 Capital Acquisitions
FY2020 COST:	\$185,000

FY2020 Budgeted Capital Item:

Police Department Roof Tear-Off and Replacement.

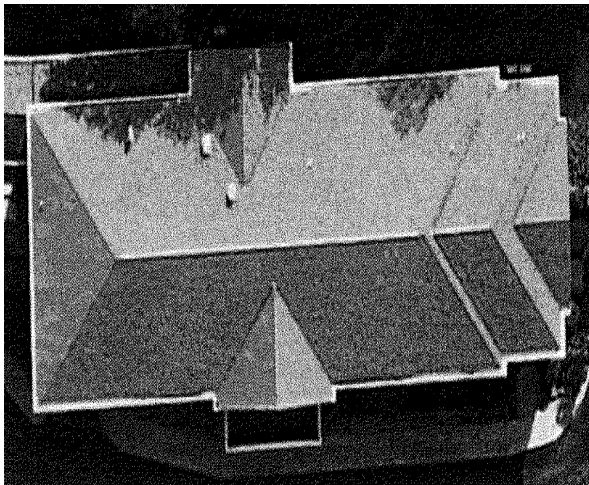
- Complete tear-off and replacement of roof due to structural damage, which has led to warping and leaks into the building.

Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting.



DEPARTMENT:	Fire
CAPITAL ITEM:	Advance Life Support Vehicle (Replacement)
ACCOUNT:	4730-6-00 Vehicle Purchases
FY2020 COST:	\$280,000

FY2020 Budgeted Capital Item:

2019 AEV Trauma Hawk Ambulance

Existing Vehicle:

2010 Ford Ambulance Unit 3917

Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

On June 17th, 2019 the City of Ladue Council approved the purchase of the 2019 AEV Trauma Hawk Ambulance. The ambulance will be delivered and paid for in 2020.



DEPARTMENT:	Fire
CAPITAL ITEM:	Structural Firefighting Gear (Replacement)
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$20,791

FY2020 Budgeted Capital Item:

Replace six sets of structural firefighting gear approaching 10 year life cycle. This gear is used as protection for structure fires and vehicle accidents.

Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing gear.



DEPARTMENT:	Fire
CAPITAL ITEM:	Apparatus Equipment- (Nozzle Replacement)
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$25,000

FY2020 Budgeted Capital Item:

Replacement of nozzles due to age and operational ability.

Existing Condition:

The Akron Nozzles are obsolete and hard to service. They are creating a risk during fire operations.

Funding Source:

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

These items have not been on a replacement cycle, therefore are an unexpected expense. This will be a new budgeted capital item.



DEPARTMENT:	Public Works
CAPITAL ITEM:	Director and Superintendent Vehicles (Replacement)
ACCOUNT:	4730-6-00 Vehicle Purchases
FY2020 COST:	\$36,750 Each Vehicle

FY2020 Budgeted Capital Item:

- 2012 Ford Explorer to be replaced with similar SUV.
- 2013 Ford F-150 to be replaced with similar truck.
-

Existing Vehicles:

2012 Ford Explorer (#601)



2013 Ford F150 (#602)

**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing vehicles.

Use of Vehicles:

Director of Public Works & Public Works Superintendent vehicles. Utilized to visit Public Works Department project sites involving in-house personnel, contracted projects, or utility projects. Utilized to visit Building Department permitted projects and properties with maintenance concerns. Utilized to transport operational equipment utilized in construction project oversight and as transportation to various meetings within and outside of Ladue.

DEPARTMENT:	Building
CAPITAL ITEM:	Building Inspector Vehicle (Replacement)
ACCOUNT:	4730-6-00 Vehicle Purchases
FY2020 COST:	\$36,750

FY2020 Budgeted Capital Item:

2012 Ford F-150 to be replaced with similar truck

Existing Vehicles:

2012 Ford F150 (#607)

**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing vehicle.

Use of Vehicle:

Building Inspector vehicle. Utilized to visit Building Department permitted projects and properties with maintenance concerns for the purpose of conducting inspections. Utilized to transport operational equipment utilized in inspections and as transportation to various meetings within and outside of Ladue.

DEPARTMENT:	Building
CAPITAL ITEM:	Building Inspector Vehicle (Replacement)
ACCOUNT:	4730-6-00 Vehicle Purchases
FY2020 COST:	\$36,750

FY2020 Budgeted Capital Item:

2003 Ford F-250 utility truck to be replaced with similar truck.

Existing Vehicle:

2003 Ford F-250 (#603)

**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing vehicle.

Use of Vehicle:

Mechanic/Fleet manager vehicle. Utilized for transportation to obtain parts, supplies, and operational equipment for the purpose of maintaining the City's fleet of vehicles. Utilized as transportation to various meetings within and outside of Ladue. This vehicle also operates as the City's fuel truck to transport fuel to pieces of equipment that are not keyed into the fuel system such as generators that serve the City's buildings.

DEPARTMENT:	Public Works
CAPITAL ITEM:	2-Ton Dump Truck (Replacement)
ACCOUNT:	4730-6-00 Vehicle Purchases
FY2020 COST:	\$140,000

FY2020 Budgeted Capital Item:

2005 Freightliner 2-Ton truck to be replaced with similar truck.

Existing Vehicle:

2005 Freightliner 2-Ton (#682)

**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing vehicle.

Use of Vehicle:

The two-ton trucks in the Public Works fleet are utilized for execution of numerous operational tasks and for providing City services. Examples of how two-ton trucks are utilized include the residential leaf collection program, the residential brush collection program, snow removal operations, and hauling materials and equipment to and from project sites such as sidewalk replacement, asphalt patching, and crack sealing. These trucks are utilized throughout the entire year.

DEPARTMENT:	Public Works
CAPITAL ITEM:	1-Ton Dump Truck (Replacement)
ACCOUNT:	4730-6-00 Vehicle Purchases
FY2020 COST:	\$61,838

FY2020 Budgeted Capital Item:

2002 Ford F-350 1-ton Dump truck to be replaced with similar truck

Existing Vehicle:

2002 Ford F-350 (#651)

**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing vehicle.

Use of vehicle:

This vehicle is utilized to house tanks for various functions such the brine system for winter operations, the water tanks for the Parks and Grounds personnel and for flushing bridge decks. This one-ton truck is also utilized for trimming of vegetation, trash pick-up from the right-of-way, storm sewer and ditch cleaning, transporting traffic control to project sites, and is occasionally utilized by the Police and Fire Departments as needed for their operations such as during storm events.

DEPARTMENT:	Public Works
CAPITAL ITEM:	Replace Kubota Lawn Mower
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$27,500

FY2020 Budgeted Capital Item:

2001 Front-deck mower to be replaced with similar mower

Existing Mower:

2001 Kubota Lawn Mower

**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing equipment.

Use of Equipment:

The front-deck mower is utilized for turf maintenance during the growing season; March through October. The Public Works Department is responsible for turf maintenance on City owned property such as the Municipal campus as well as rights-of-way throughout the City, including some MoDOT rights-of-way.

DEPARTMENT:	Public Works
CAPITAL ITEM:	Replace Leaf Vacuum (Replacement)
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$47,075

FY2020 Budgeted Capital Item:

2009 Leaf Vacuum to be replaced with new model vacuum with 18" hose diameter.

Existing Leaf Vacuum:

2009 Leaf Vacuum (Giant Vac)

**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing equipment.

Use of equipment:

The City has a fleet of five leaf vacuums, and each is replaced every ten years. The City performs residential leaf collection each fall with every resident receiving a minimum of three fall leaf pick-ups during the months of October through December, and one spring leaf pick-up in April.

DEPARTMENT:	Building
CAPITAL ITEM:	Archive & Storage Solutions with Virtual Server
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$20,000 (with \$20,000 Budgeted for FY2021)

FY2020 Budgeted Capital Item:

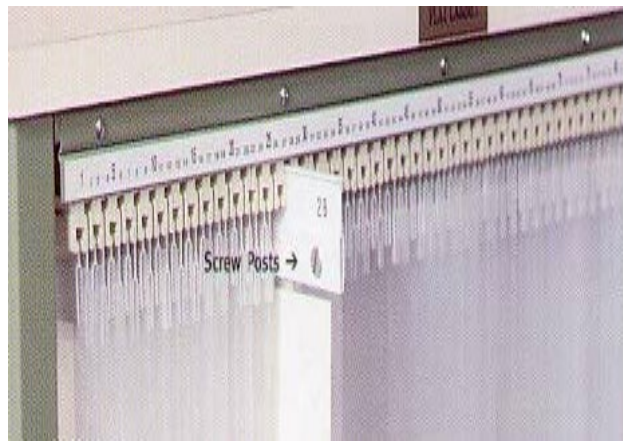
Re-configuration of City records for Building Department files that contain records for Zoning, Subdivisions, and Building Permits & associated plans .

Proposed Potential Storage Solutions:

Sliding cabinets with open storage



Subdivision Record Plat Vertical Holder

**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

Archive and storage items expected to be installed over two fiscal years with a FY2021 impact of \$20,000.

Use of equipment:

These storage solutions will be utilized to properly store the Building Department and Zoning files and records for the City which are currently stored in non-indexed closed file cabinets.

DEPARTMENT:	Building
CAPITAL ITEM:	Software for Land Management, Permits, Citizen Concerns, Contractor Portal
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$6,900

FY2020 Budgeted Capital Item:

Ongoing annual expenditure for the Land Management, Permitting, and Citizen Concern software for the City of Ladue. 2020 additional portal for contractors and citizens to interact with the City through the website.

Existing Software:**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

Software has annual cost of \$6900 beginning in FY2020. Previous annual cost was \$5400. Increased cost is for the new portal for contractor and citizen access to submit permit applications and citizen concerns on-line.

Use of Software:

iWorQ replaced Larimore for land management and permits for the Building Department and is a web-based software that is user-friendly. In 2020, the City will add a portal for contractors and citizens to interact with the City.

DEPARTMENT:	Public Works
CAPITAL ITEM:	Traffic Analyzers & Data Management Software
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$8,200

FY2020 Budgeted Capital Item:

Replacement of Police Department's traffic sensors that no longer have supported software with new sensors to be assigned to DPW with equipment being shared with PD as requested.

Proposed Traffic Analyzer:

NC350 Bluestar Traffic Analyzer



Associated Software

**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

No expected impact on future operational budgeting as a replacement of existing equipment.

Use of equipment:

These traffic sensors will be utilized by the Public Works Department, in conjunction with the Police Department, to obtain detailed information about traffic including counts of vehicles, speed of vehicles, and types of vehicles. This data will allow City officials to make decisions about speed limits, traffic concerns, and more.

DEPARTMENT:	Finance
CAPITAL ITEM:	Tyler Technologies Financial Software
ACCOUNT:	4720-6-00 Equipment Purchases
FY2020 COST:	\$112,000

FY2020 Budgeted Capital Item:

The implementation of Tyler Technologies Incode 10 began in FY2019. This software is replacing Microsoft Dynamics. The current software is outdated and unable to perform necessary functions of the Finance Department.

Proposed Financial Software:**Funding Source:**

Current revenues of the Capital Improvement Fund (6).

Budgeting Impact:

In FY2019, \$160,000 was budgeted for the new software. Only \$48,000 will be spent in FY2019 and the remaining \$112,000 will be carried over into FY2020. Software has annual cost of \$12,664 beginning in FY2020. Previous annual cost was \$3,000. This software is also expected to replace Larimore for licensing software in FY2021 so there will be an additional savings on annual maintenance fees.

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STORM WATER FUND

CITY OF LADUE STORM WATER FUND REVENUE BUDGET DETAIL FISCAL YEAR ENDING DECEMBER 31, 2020		BUDGET FY 2019	FORECAST FY 2019	BUDGET FY 2020
3240 SALES TAX				
ESTIMATED				
TOTAL		1,120,551	1,120,551	1,137,359
3240 EARNINGS ON INVESTMENT				
ESTIMATED				
TOTAL		103,530	145,000	146,450
3540 SUNDRY				
Lay Road Improvements (Engr & ROW))		0	440	0
TOTAL STORM WATER REVENUE		<u>1,224,081</u>	<u>1,265,991</u>	<u>1,283,809</u>

STORM WATER FUND EXPENDITURES BUDGET DETAIL FISCAL YEAR ENDING DECEMBER 31, 2020		BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
4580 SUNDRY				
Bridge & Culvert - repair/maintenance		18,000	10,000	18,000
Small Project Storm Water Grant Matching		50,000	50,000	100,000
Professional Fees: Work Orders for SWMP		24,000	3,000	3,000
TOTAL		<u>92,000</u>	<u>63,000</u>	<u>121,000</u>
4801 STORM WATER INFRASTRUCTURE				
Lay Road Improvements		0	1,151	0
Dielman Road Improvements		0	0	18,630
Willow Hill - Reroute Along Road		173,337	57,613	1,297,133
Robin Hill Ln/McK. Ln Bank Stabil.		511,057	115,000	1,399,017
Deerfield/Wakefield		314,543	364,103	1,867,426
Babler Lane		79,571	147,470	799,084
South Tealbrook		368,672	34,000	340,000
TOTAL		<u>1,447,180</u>	<u>719,337</u>	<u>5,721,290</u>
4899 TRANSFER TO GENERAL				
Transfer to General Fund		142,653	142,653	168,780
TOTAL STORM WATER EXPENDITURES		<u>1,681,833</u>	<u>924,990</u>	<u>6,011,070</u>

PUBLIC SAFETY FUND

CITY OF LADUE

PUBLIC SAFETY FUND REVENUE BUDGET DETAIL FISCAL YEAR ENDING DECEMBER 31, 2020			
	BUDGET FY 2019	FORECAST FY 2019	BUDGET FY 2020
3240 <u>SALES TAX</u>			
ESTIMATED	435,000	440,000	445,800
3510 <u>EARNINGS ON INVESTMENTS</u>			
ESTIMATED	3,000	3,000	3,000
TOTAL PUBLIC SAFETY FUND REVENUE	438,000	443,000	448,800

PUBLIC SAFETY FUND EXPENDITURES BUDGET DETAIL FISCAL YEAR ENDING DECEMBER 31, 2020			
	BUDGET FY 2019	FORECAST FY 2019	BUDGET FY 2020
4899 <u>TRANSFERS OUT</u>	375,000	375,000	420,000
TOTAL PUBLIC SAFETY FUND EXPENDITURES	375,000	375,000	420,000

APPENDIX

CITY OF LADUE, MISSOURI

DEPARTMENT STATISTICAL DATA

	2014	2015	2016	2017	2018
<u>POLICE DEPARTMENT</u>					
Part 1 Class Crimes	128	120	102	122	131
Motor Vehicle Accidents	615	783	783	853	764
Traffic Citations/Summons Issued	4744	2623	1638	1609	1107
Total Calls for Service	7091	6861	7487	7955	7873
<u>FIRE DEPARTMENT</u>					
Fires	38	39	58	59	66
Emergency medical services	655	710	715	772	757
Assists to other departments	727	699	770	812	756
Non-specific calls	1083	1016	1154	1153	1149
Total calls responded to	2503	2464	2697	2796	2728
Assists from Other Departments	419	134	263	543	210
<u>BUILDING DEPARTMENT</u>					
Commercial Occupancy permits	7	10	12	16	13
Building permits	459	505	514	498	402
Plumbing permits	441	443	414	497	539
HVAC permits	187	197	250	285	347
Inspections completed	2254	2526	2582	2251	2860
Code Enforcement Concerns	77	276	220	221	429
<u>ADMINISTRATION DEPARTMENT</u>					
Business licenses	264	267	248	250	267
Liquor licenses	21	21	22	21	21
Alarm Permits	1816	1765	1764	1628	1717

CITY OF LADUE, MISSOURI
MISCELLANEOUS STATISTICAL DATA
AS OF DECEMBER 31, 2019

Date of Incorporation	December 1, 1936
Form of Government	Mayor - Board of Aldermen
Area	8.55 square miles
Population (2010 census)	8,521
Homes (2010 census)	3,377
Miles of Streets	
Public	23
Private	58
Fire Protection:	
Number of:	
Stations	2
Firemen and officers	32
Police Protection:	
Number of:	
Stations	1
Policemen and officers	26
Communications personnel	6
Public Works	
Number of:	
Buildings	3
Education:	
Number of:	
Elementary - public	2
Elementary - private	3
Middle school - public	1
High school - public	1
High School - private	2
Special education	1
Churches	6
Recreation and Culture:	
Number of:	
Parks	2 with approximately 66.7 acres
Libraries	1
Private country clubs	6
Employees	88 Full-Time, 4 Part-Time

CITY OF LADUE, MISSOURI
SUMMARY OF FULL TIME EQUIVALENTS

Fund	Department #	Department Name	Position Title	Full-Time Equivalents (FTE's)		
				Prior Actual FY 2018	Current Actual FY 2019	Proposed FY 2020
General	44	Administration	City Clerk	1	1	1
General	44	Administration	Accounting Clerk I	0.5	0.5	0.5
General	44	Administration	Accounting Clerk II	0.5	0.5	0.5
General	44	Administration	Admin Assistant	1	1	1
General	45	Police	Chief	1	1	1
General	45	Police	Captain	1	1	1
General	45	Police	Lieutenant	2	2	2
General	45	Police	Sergeant	5	5	5
General	45	Police	Officer	18	19	20 *
General	45	Police	Comm. Supervisor	1	1	1
General	45	Police	Comm. Officer	5	5	5
General	46	Fire	Chief	1	1	1
General	46	Fire	Assistant Chief	1	1	1
General	46	Fire	Captain	6	6	6
General	46	Fire	Lieutenant	3	3	3
General	46	Fire	FF/Paramedic	21	21	21
General	46	Fire	Admin Assistant	0.73	0.73	0.73
General	47	Public Works	Director	1	1	1
General	47	Public Works	Superintendent	1	1	1
General	47	Public Works	Labor Crew Leader	3	3	3
General	47	Public Works	Mechanic	1	1	1
General	47	Public Works	Laborer I	1	1	1
General	47	Public Works	Laborer II	5	5	5
General	48	Building	Building Official	1	1	1
General	48	Building	City Planner	0.73	0.73	0.73
General	48	Building	Building Inspector	1	1	1
General	48	Building	Building Dept. Coordinator	1	1	1
General	48	Building	Property Maintenance Inspector	1	1	1
General	48	Building	Admin Assistant	1	1	1
General	49	Finance	Director	1	1	1
General	49	Finance	Accounting Clerk I	0.5	0.5	0.5
General	49	Finance	Accounting Clerk II	0.5	0.5	0.5
General	50	Court	Court Administrator	1	1	1
Storm Water		Public Works	Engineer Manager	0.5	0.5	0.5
Storm Water		Public Works	Project Engineer	0.5	0.5	0.5
Total Full-Time Equivalents				90.46	91.46	92.46

*Increasing manpower due to the demand in the Police Department. In 2020, one officer is being deployed for the entire year. This personnel count also reflects the School Resource Officer, in which the Ladue School District pays 75% of the salary. With the addition of "Prop P" which was passed by St. Louis County, \$220,000 will be transferred to the General Fund to assist with the cost of Police Department expenditures, which includes additional personnel and training.

GLOSSARY OF TERMS

Ad Valorem Tax: A tax based on value.

Accounts Payable (AP): An accounting entry that represents the City's obligation to pay off a short-term debt to its creditors or suppliers. It appears on the balance sheet under the current liabilities.

Accounts Receivable (AR): The balance of money due to the City for goods or services delivered or used but not yet paid for by customers. It appears on the balance sheet as current assets.

Accrual Basis: The basis of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time or not). The City operates on a modified accrual basis.

Appropriation: The legal authorization made by the City Council which permits the City to incur obligations and make expenditures of resources.

Assessed Valuation: A valuation set upon real estate and certain personal property by the County Assessor as a basis for levying property taxes.

Assets: Property owned by the City that has monetary value.

Balanced Budget: One where the total proposed expenditures from any fund shall not exceed the estimated revenues to be received, including debt issuances, transfers from other funds, and advances from other funds, plus any unencumbered [fund] balance or less any deficit estimated from the beginning of the budget year.

Basis of Accounting: A term used to refer to when revenues, expenditures, expenses, and transfers and the related assets and liabilities are recognized in the accounts and reported in the financial statements.

Budget: A plan of financial operation embodying an estimate or proposed revenue and expenditures for a given year. It is the primary means by which most of the expenditures and service delivery activities of the City are controlled.

Budget Message: The opening section of the budget, which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal year.

Capital Expenditures: Property, equipment, vehicles and infrastructure that have an expected life in excess of 5 years and an initial cost of more than \$5,000.

Cash Management: The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

Contingency: An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as extraordinary events.

Debt Service: The annual payment of principal and interest on the City's indebtedness.

Expenditure: An actual payment made by the City.

Fees: A general term used for any charge levied by government associated with providing a service, permitting an activity, or imposing a fine or penalty.

Fiscal Year: The period used for the accounting year. The City of Ladue has a fiscal year of Jan 1 thru December 31.

Franchise Fee: An ongoing fee charged to a franchisee (such as Charter Communications) for operating and providing service within the City of Ladue. The fee is based on a percentage of gross receipts, which is collected by the utility company from the customer and paid to the City generally on a quarterly basis.

Fund: A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with the related liabilities and residual equities and balances, and changes therein, which is segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: The accounts of the City are organized on the basis of funds and departments and are used to demonstrate legal compliance and to aid in financial management by segregating financial transactions of various City functions and activities.

Fund Balance: The amount by which the reported value of the City's assets exceeds the reported value of its liabilities in a particular fund. The fund balance is reduced for appropriated expenditures and increased for recorded revenues.

GAAP: Generally Accepted Accounting Principles.

GASB: Governmental Accounting Standards Board. The standard setting entity for generally accepted accounting principles of and reporting by all governmental entities in the United States.

General Fund: The main operating account of a nonprofit entity, such as a state or local government agency.

GFOA: Government Finance Officers Association (GFOA) is the professional association responsible for enhancing and promoting the professional management of governments for the public benefit by identifying and developing financial policies and best practices and promoting their use through education, training, facilitation of member networking, and leadership.

Governmental funds: Those funds through which most governmental functions of the City are financed. The acquisition, use, and balance of the City's expendable financial resources and related liabilities are accounted for through governmental funds.

Intergovernmental Revenues: Revenues from other governments. Examples of intergovernmental revenues include Motor Fuel Tax, County Road and Bridge Tax, and Cigarette Tax.

Levy: To impose taxes, special assessments, or service charges for the support of governmental activities.

Liabilities: Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date.

Personnel Expenses: Compensation to City employees in the form of salaries, wages, and employee benefits.

Supplies and Services: Expenditures for supplies and services for the general operations of the City.

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